

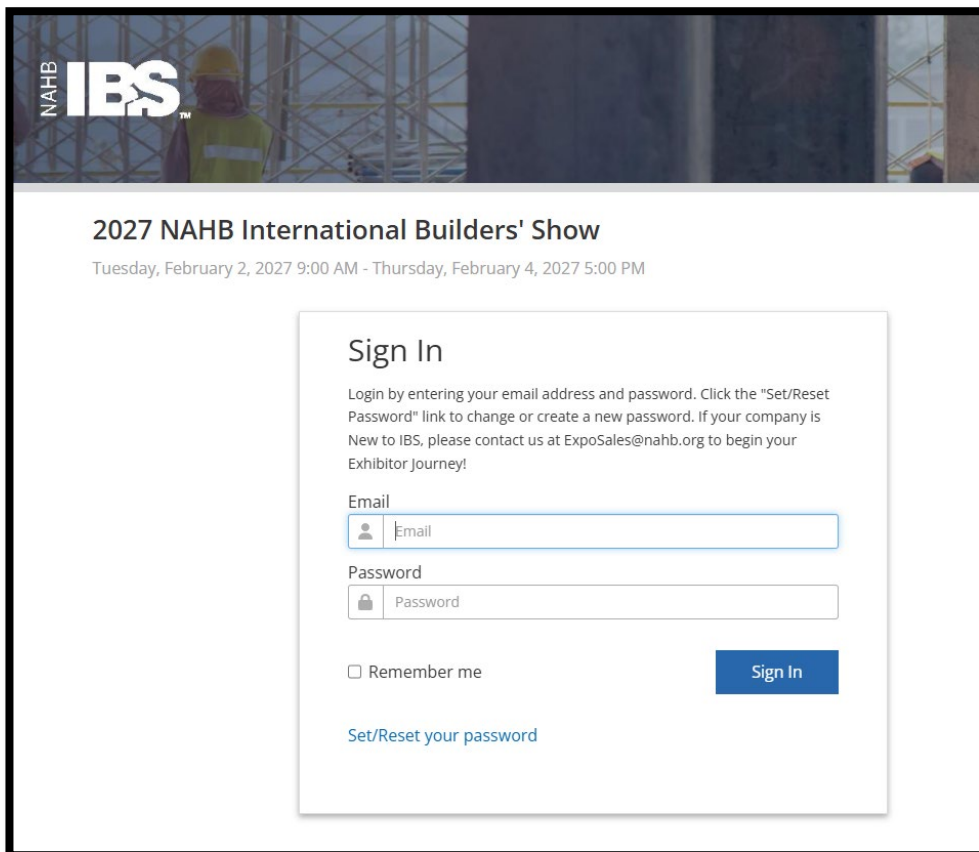
REQUESTING A HOTEL ROOM BLOCK INSTRUCTIONS

Please note, that the room block requests form opens based on the exhibiting company's priority points. You will not be able to secure a block until your company's priority points range is eligible. If the priority point range does not grant you access to the "Request a Hotel Block" task, you will still be able to view the map of hotels and a list of reasons why you should use the NAHB room block. The task will appear at 10:30 AM ET on the day you are able to secure a block of hotel rooms.

Group	Block Request Opening Date	Submission Date	Priority Points Range
1	Tuesday, July 14, 2026 - 10:30 a.m. ET	Sunday, July 19, 2026	2,200 - 300
2	Thursday, July 23, 2026 - 10:30 a.m. ET	Monday, July 27, 2026	299 - 100
3	Thursday, July 30, 2026 - 10:30 a.m. ET	Monday, August 3, 2026	99 - 25
4	Thursday, August 6, 2026 - 10:30 a.m. ET	Monday, August 10, 2026	24 - 1
5	Thursday, August 13, 2026 - 10:30 a.m. ET	Monday, August 17, 2026	0

Step 1: Click, [IBS Exhibitor Portal](#)

Step 2: Log into your exhibitor portal by entering your 'Email address' and 'Password.' If you do not recall your password, you can reset it on the landing page by clicking, "Set/Reset your password." If you need to update the email address on file, please email exposales@nahb.org for assistance.



The screenshot shows the login page for the 2027 NAHB International Builders' Show. At the top, there is a banner with the NAHB IBS logo and a construction worker in a hard hat. Below the banner, the event title "2027 NAHB International Builders' Show" is displayed, followed by the dates "Tuesday, February 2, 2027 9:00 AM - Thursday, February 4, 2027 5:00 PM". The main section is titled "Sign In" and contains instructions: "Login by entering your email address and password. Click the 'Set/Reset Password' link to change or create a new password. If your company is New to IBS, please contact us at ExpoSales@nahb.org to begin your Exhibitor Journey!". There are two input fields: "Email" with a person icon and "Password" with a lock icon. Below these fields is a checkbox for "Remember me" and a blue "Sign In" button. At the bottom, there is a link that says "Set/Reset your password".

Step 3: Step 3: Under Preparing to Exhibit, click the Start button under the Request a Hotel Block task.

Please note: As soon as you click Start, the task will automatically move to the Completed section, even if you do not finish submitting your hotel block request. Don't worry - you can return to the task at any time by selecting it from the Completed section to continue or complete your request.

The screenshot displays a user interface with four task cards arranged in a 2x2 grid. The top-left card, 'Request A Hotel Room Block', is highlighted with a red border. It contains the text 'Take advantage of the NAHB Room Block and save on housing!' and a 'Start' button. The top-right card, 'Exhibitor Badges', provides instructions on registering staff and includes a 'Due Date 02/04/2027' with a clock icon and a 'Start' button. The bottom-left card, 'Book Hotel Rooms', explains how to add names and dates to a hotel block, with a deadline of December 17, 2025, and a 'Start' button. The bottom-right card, 'Exhibitor Appointed Contractors (EAC)', defines the role of an EAC and includes a 'Due Date 02/04/2027' with a clock icon and a 'Start' button.

Task Name	Description	Due Date	Action
Request A Hotel Room Block	Take advantage of the NAHB Room Block and save on housing!		Start
Exhibitor Badges	Use this link to register your staff. The deadline to enter badges and have them sent in advance is January 2, 2026. Badges entered after that date will be held for pickup at the Exhibitor Registration Desks.	02/04/2027	Start
Book Hotel Rooms	Use the link below to add names and dates to the rooms in your hotel block. The deadline to book hotel rooms for your staff is December 17, 2025.		Start
Exhibitor Appointed Contractors (EAC)	An Exhibitor Appointed Contractor (EAC) is any contractor other than an Official IBS Contractor that provides a service to an Exhibitor within the exhibit hall. You must complete an EAC Request form for each EAC providing a service in your booth.	02/04/2027	Start



Request a Hotel Room Block Instructions

Step 4: Scroll to the bottom of the page and click, "Registration and Housing Dashboard"

2027 NAHB International Builders' Show

Tuesday, February 2, 2027 9:00 AM - Thursday, February 4, 2027 5:00 PM



Only 204 days left

Request A Hotel Room Block

DEADLINE SEPTEMBER 1, 2026

If you would like to request a block of rooms at one of the Official IBS Hotels, simply follow the steps below. Please note Maritz is the Official Registration and Housing Provider for the 2027 IBS. Only NAHB staff and Maritz staff will be reaching out to you regarding rooms in Official IBS Room Blocks. Anyone else who contacts you regarding rooms for IBS does not represent NAHB, IBS or Maritz; and NAHB cannot guarantee the services they offer or assist you should you a problem arise.

[View Map of Hotels](#)

IBS Hotel Block Assignment Procedures

Access to the Maritz Housing and Registration Dashboard will be according to the following schedule:

Group	Block Request Opening Date	Submission Date	Priority Points Range
1	Tuesday, July 14, 2026 - 10:30 a.m. ET	Sunday, July 19, 2026	2,200 - 300
2	Thursday, July 23, 2026 - 10:30 a.m. ET	Monday, July 27, 2026	299 - 100
3	Thursday, July 30, 2026 - 10:30 a.m. ET	Monday, August 3, 2026	99 - 25
4	Thursday, August 6, 2026 - 10:30 a.m. ET	Monday, August 10, 2026	24 - 1
5	Thursday, August 13, 2026 - 10:30 a.m. ET	Monday, August 17, 2026	0

Your company has 65 Priority Points.

- To request your block, click the "Registration and Housing Dashboard" link below. **Do NOT click the Submit button, as it will not take you to the Registration and Housing system.**
- Hotel assignments will be made based on the timing of the receipt of your block request and your priority point range.
- For the best options you should be sure to request your block **as soon as possible** on your opening date.
- You will receive notification of your hotel assignment from Maritz via email within 7 business days of your request submission.
- Once you receive notification of your assignment you will have 3 business days to log back into your Maritz Housing and Registration Dashboard to accept and confirm your assignment.
- After three (3) business days, unconfirmed room blocks may be released back into general inventory.**
- Individual exhibitor personnel room assignments and registrations can be made beginning September 1, 2026.

[Registration and Housing Dashboard](#) - (Note: This link will be active on the dates listed above)

If you need assistance, please contact NAHB exhibitor housing at NAHBex@maritz.com.

Cancel

Submit

Step 5: Complete the required questions on the ‘Group Contact Verification’ page, agree to the ‘Terms of Use’ and click the “Verify” button at the bottom of the page.

TERMS OF USE

* Please agree to the terms below

☐ I agree to the [Maritz Registration and Housing Site Terms of Use](#) on behalf of myself and all persons included in this booking.

☐ I agree to the [2027 IBS Terms and Conditions](#) on behalf of myself and all persons included in this booking.

☐ I certify that I have read and understand the [Assumption of Risk](#).

Verify →

Step 6: To begin the block request, click the “Begin” button on the Room Block Request Form page.

Room Block Request Form

[Dashboard](#)

NAHB offers exhibitors the opportunity to set aside a block of rooms for their staff attending IBS. The number of rooms the exhibitor is permitted to set aside in a block is directly related to the size (nsf) of the exhibitor's booth. Priority for hotel block assignments is determined by the exhibitor's priority point status.

Request Process:

- Requests for a block of sleeping rooms in one of the Official IBS Hotels must be submitted via this online form.
- Once received, requests will be reviewed and assignments will be made and the Booth Contact will be notified via email within 7 business days.
- Once notified that your block has been assigned, the Booth Contact must accept/confirm the assignment online within 3 business days in accordance with the instructions in the assignment email.
- Block requests that are not accepted within 3 days may be released.

Please mark the email address email_confirm@exl.eventshq.com as a safe sender. This is the email address your assignment notifications will be sent to. This email address will not accept incoming messages.

For questions or assistance, email the Maritz housing team at nahbex@maritz.com.

Ready to request your hotel block? Click “Begin”

← Back

Begin →

Step 7: On the “Hotel Preferences” page, select at least your top 5 hotel choices. **Please note, hotels that do not have availability will not be displayed.**

Once you have selected your hotel preferences, scroll to the bottom of the screen, and click the “Next” button.

Hotel Preferences

Dashboard

Hotel PreferencesAdditional CriteriaRequest RoomsBlock Request Summary

Official IBS Hotels: Below on the left is the list of Official IBS Hotels that have rooms available to you. You can view hotel descriptions and detailed information by clicking the hotel name. The rates shown are for single/double occupancy and do not include taxes and fees which vary by property and are listed in each hotel's detail information.

Your Hotel Preferences: To select the hotels where you would like to reserve a block of rooms check the box to the left of the hotel name. This will add the hotel to the “My Hotel Preferences”. If you need to remove the property from your list of preferences simply click on the red “X” next to the hotel name in the “My Hotel Preferences” column. **You must select at least 5 options.**

Order Your Hotel Preferences: Once you have selected your preferred hotels, order them by clicking the up and down arrows. With one (1) as your first choice.

When finished, click “Next” at the bottom of the page.

Step 8: On the “Additional Criteria” page, rank your hotel selection criteria by clicking the arrows to move the criteria into your preferred order. Once your criteria have been ranked, click the “Next” button.

Additional Criteria

Dashboard

Hotel PreferencesAdditional CriteriaRequest RoomsBlock Request Summary

Ranking your selection criteria will help us determine how to best accommodate your hotel block request should your first or second choice not be available. Should none of your hotel choices be available, you will be contacted with alternative options.

Using the up and down arrows, arrange the below criteria from most important (1) to least important (4).

ADDITIONAL SELECTION CRITERIA

↑ ↓	1 Hotel Preference
↑ ↓	2 Low Rate
↑ ↓	3 Proximity to Event
↑ ↓	4 All Rooms at Same Hotel

← Back

Next →

Step 9: On the “Request Rooms” page, select your block dates, number of room nights needed on peak, click “Apply” button. After clicking “Apply” you will need to complete the distribution of room nights.

Note: Please enter any special requests such as type of suite needs, preferred location of suites, etc., in the “Special Requests and Suite Request Details” box.

ROOM NIGHTS CRITERIA

Peak Exhibitor Nights:
Sat, Jan 30, 2027 - Thu, Feb 4, 2027

Your maximum room block allocation is: **161** Example

Select Your Block Dates

Arrival Date

2027-01-31

Departure Date

2027-02-04

How many rooms do you want on the peak exhibitor nights?

-

150

+

Apply

ROOM NIGHT AND SUITE REQUEST DETAILS

The suggested distribution of room nights is shown below. You may make adjustments as needed.

Date	Standard Rooms	1 Bedroom Suites Requested	2 Bedroom Suites Requested
Sun, Jan 31 2027	26% - 30 +	- +	- +
Mon, Feb 1 2027	94% - 150 +	- +	- +
Tue, Feb 2 2027	100% - 150 +	- +	- +
Wed, Feb 3 2027	94% - 130 +	- +	- +

Step 9 (con't): Note: Please enter any special requests such as type of suite needs, preferred location of suites, etc., in the “Special Requests and Suite Request Details” box.

Once you have distributed your room nights, click the “Next” button at the bottom of the screen.

SPECIAL REQUESTS AND SUITE REQUEST DETAILS

If you need more rooms than your max allotment, please indicate how many total rooms you are requesting here!

Characters remaining: 3890

Use this space to add any information that would be helpful in fulfilling your requested block.

← Back

Next →

Step 10: Review your block summary for accuracy. If you are satisfied with your allocations, click the “Submit Block Request” button at the bottom of the page.

Block Request Summary

[Dashboard](#)

[Hotel Preferences](#)
[Additional Criteria](#)
[Request Rooms](#)
[Block Request Summary](#)

Please review your hotel block request. If you need to make adjustments, click the “Edit” button in the section where you need to make adjustments. To submit your block request to NAHB's housing team Click the “Submit Block Request” button.

Please note: Within 7 business days, you will be notified via e-mail of the status of your request and the next steps you will need to take to accept and confirm your assigned hotel block. Be on the lookout for an email from: email_confirm@exl.eventshq.com.

▼ Hotel Preferences

(in order of importance)

1.

MGM Grand Las Vegas (Studio King)

2.

LINQ Hotel (Standard Room)

3.

Las Vegas Marriott Convention Center (King Room)

4.

Paris Las Vegas Hotel & Casino (Standard Room)

5.

Caesars Palace (Standard Room)

Edit

Step 10 (con't): Review your block summary for accuracy. If you are satisfied with your allocations, click the “Submit Block Request” button at the bottom of the page.

Additional Criteria

(in order of importance)

Edit

- Hotel Preference
- Low Rate
- Proximity to Event
- All Rooms at Same Hotel

Request Rooms

Date	Standard Rooms	1 Bedroom Suites	2 Bedroom Suites
Sun, Jan 31 2027	30	0	0
Mon, Feb 1 2027	150	0	0
Tue, Feb 2 2027	150	0	0
Wed, Feb 3 2027	130	0	0

Edit

Special Requests

If you need more rooms than your max allotment, please indicate how many total rooms you are requesting here!

← Back

Submit Block Request →

You have now completed your Room Block Request!

To verify that your Room Block Request has been submitted you should see the message “Hotel Block Request is in Progress” notation on your dashboard. No further action is required from you at this time. Maritz will review your request within 7 business days of your completed submission. Once your request has been approved and assigned, you will receive an email to “Accept and Confirm Your Assignment.”