



2026 ANNUAL MEETING

MAY 27 - 29, 2026
CHARLOTTE CONVENTION CENTER
CHARLOTTE, NORTH CAROLINA

WWW.MSCARE.ORG/2026

The Annual Meeting of the Consortium of MS Centers is the premier North American event for healthcare professionals and researchers engaged in multiple sclerosis care.



2026 CMSC Group Housing Authorization

This form is required for companies requiring ten (10) or more rooms. Please complete this form in its entirety and submit to Lori Bennett, CMSC Housing Manager, phone: 303-513-3003, email: lori.bennett@conferencedirect.com.

If your company requires less than 10 rooms, please go to <https://cmscscholar.org/2026-annual-meeting/> to make your reservations online.

CONTACT INFORMATION (The person below will be the administrator for all arrangements)

Company/Group Name: _____

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____

Country: _____ Postal Code: _____

Phone: _____ Email: _____

ROOM BLOCK INFORMATION

Please enter the number of rooms per room type you are requesting for each night. These room block requests are on a space available basis and names must be submitted and confirmed by **March 27, 2026**.

Preferred Room Type	Sunday 5/24/26	Monday 5/25/26	Tuesday 5/26/26	Wednesday 5/27/26	Thursday 5/28/26	Friday 5/29/26
Run of House						
Other, Specify						

HOTEL

Note: There is limited selection of available guestrooms at each hotel. Please indicate your first and second choice of hotel. Your block will be assigned based on how the blocks are filled with both individual attendee reservations and group blocks. There is no guarantee for the hotel requested.

- Charlotte Marriott City Center - \$259 + Taxes and Fees
- Westin Charlotte - \$259 + Taxes and Fees
- Hilton Charlotte Uptown - \$239 + Taxes and Fees
- Omni Charlotte - \$250.00 + Taxes and Fees

CONTRACT: I agree to the following terms of this contract:

1. The block on page 1 under ROOM BLOCK INFORMATION has been requested but is not confirmed. Upon completion of this form, please forward it directly to **lori.bennett@conferencedirect.com**.
2. The hotel will provide a simplified housing contract that will require the contacts signature to confirm the block.
3. After the contract is signed, should the Group cancel the guestroom block or reduce the number of guestrooms, any time after **March 27, 2026**, the Group will be 100% financially responsible for the cost of the reduced or cancelled guestrooms.
4. Early arrival/late departure dates may not be available; however, the hotels will do their best to accommodate requests.
5. Early Departures: In the event a guest within the Group's block checks out prior to the guest's reserved checkout date, the Hotel will add an early check out fee of \$50.00 to that guest's account. CMSC is not responsible for any early check out fees.
6. Reservations will not be accepted without a form of payment (credit card authorization) and the hotel's Group Contract as well as guarantee of one night's room and tax per room reserved. On **March 28, 2026** the balance of the rooms picked up will be charged.
7. Should your group booking require direct billing; a \$10,000 minimum is required for direct billing privileges.
8. Hotel must receive names for the reservations by **March 27, 2026**. (a template will be provided). Any rooms held without a name after this date will be considered cancelled and will be charged 100%.

CANCELLATION AND ROOMS RELEASE POLICY

To ensure that all annual meeting registrants have access to the room block and to protect CMSC from fees and attrition due to last-minute cancellations; rooms that are retained after **March 27, 2026**, will be charged 100% (i.e. zero attrition). Any rooms released prior to that date will be without penalty.

All room block cancellations/reductions must be made in writing and sent **via email** to the CMSC Housing Manager, **lori.bennett@conferencedirect.com**. A rooming list with specific guest names (a template will be provided) must be finalized and sent to the hotel by **March 27, 2026**. Name changes may be made to your rooming list after this date. Should the Group cancel either the entire group room block or any portion at any point after **March 27, 2026**. CMSC reserves the right to hold the group responsible for the total number of room nights reserved multiplied by the group rate plus the tax rate.

1. Reservations will not be accepted without a form of payment (credit card authorization) and **the hotel's contract** as well as guarantee of one night's room and tax per room reserved. Invoices will be sent immediately upon cancellation or reduction in rooms past the cutoff, **March 27, 2026**.
2. Payment will be due no later than thirty (30) days after the date of invoice.
3. Past due payments will be charged to the credit card submitted with the hotel contract.

Please submit this form to Lori Bennett, CMSC Housing Manager, email: lori.bennett@conferencedirect.com.

Signature: Acting as Administrator for Group

Date: