



KEY DATES & DEADLINES

INTERNATIONAL LEISURE AND INTERNATIONAL MEETING AND INCENTIVE BUYERS

Revised 2/28/2025

OCTOBER 21, 2024

- **Registration Opens**
International buyer registration opens. Pre-approval required.

FEBRUARY 28, 2025

- **Early Registration Discount Deadline**
Registration fees for international buyer delegates increase from \$450 USD to \$625 USD for any payments not received by this date.

MARCH 3, 2025

- **Housing Opens**
Hosted delegate housing is open for appointment-taking international buyers. Reserve your complimentary hotel accommodation at your delegation's assigned hotel.

MARCH 31, 2025

- **Online Appointment Scheduling Available**
Appointment scheduling instructions will be emailed to registered delegates and online appointment scheduling will go live.

APRIL 7, 2025

- **Full Refund Deadline**
Last day to receive a 100 percent refund for cancellations. Cancellations submitted between April 8-May 2, 2025, will receive a 50 percent refund.

MAY 2, 2025

- **Appointment Requests Due**
Appointment requests must be submitted through the My IPW portal by this date to be included in the computer-generated scheduling process.
- **50 Percent Refund Deadline**
Last day to receive a 50 percent refund of fees for cancelled registrations. Cancellation notices submitted after May 2 will receive no refund.

MAY 21, 2025

- **Registration Closes (11:59 P.M. EASTERN TIME)**
International buyer registration closes. We will not accept onsite registrations.
- **Hotel Reservation Deadline (5:00 P.M. EASTERN TIME)**
Last day to reserve your complimentary hotel accommodations at one of IPW's host hotels *as space permits*. Requests must be submitted through the Hosted Delegate Housing Bureau by 5 p.m.

After this date, you are responsible for securing your own accommodations. No adjustments will be made to registration fees.

You will receive a reservation confirmation upon submission. You will be notified of your hotel assignment by June 6 via the My IPW portal.

- **Appointment Lists Distributed**
You will receive your list of pre-scheduled appointments and Manual Appointment Scheduling will begin.

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