

Gen Con 2025

How to request a room assignment
through the housing registration website

BROWSER RECOMMENDATION AND COMMON ISSUES

Using an outdated browser can leave you more vulnerable to security risks, slow down performance, and cause some websites to behave incorrectly. Download the latest version for [Firefox](#), [Chrome](#), [Microsoft Edge](#), and [Safari](#).

Cvent Passkey™ is compatible with the latest versions of **Firefox**, **Chrome**, **Microsoft Edge**, and **Safari**.

Many common issues may be resolved by clearing the cache and cookies in your Web browser.

GOOGLE CHROME

1. Press these 3 buttons at the same time on your keyboard: Ctrl / Shift / Delete
- A pop-up window will appear with the most common options pre-selected for you.
2. Click "Clear Browsing Data".
3. Close all open browser windows, then re-launch Chrome and return to Cvent Passkey.

MICROSOFT EDGE

1. Open Microsoft Edge and simultaneously press the Ctrl, Shift, and Delete keys on your keyboard.
2. Set the Time range to "All Time".
3. Check the boxes next to "Cookies and other site data" and "Cached images and files".
4. Click "Clear Now".

SAFARI

1. Click Safari in the upper left-hand side of your screen.
2. In the menu that appears, click Preferences.
3. In the window that appears, click the Privacy tab. Click the button Remove All Website Data....
4. Click Remove Now in the pop-up window that appears.

MOZILLA FIREFOX

1. Press these 3 buttons at the same time on your keyboard: Ctrl / Shift / Delete
- A pop-up window will appear with the most common options pre-selected for you.
2. Click "OK".
3. Close all open browser windows, then re-launch Firefox and return to Cvent Passkey.

HOUSING ELIGIBILITY

Attendees desiring rooms in the Gen Con housing block must first purchase badges through Gen Con's badge registration system. Upon purchase, Gen Con's registration system will create unique links for housing registration and activate the links when housing registration opens. The housing registration links will be located on the "[My Housing](#)" page of your Gen Con account.

Badge *purchasers* — not badge *holders* — are eligible to request room assignments in the Gen Con housing block. The account holder who purchases the badge must request a hotel room assignment through the unique links located on the [My Housing](#) page of their Gen Con account. Only badge purchasers can request room assignments. If a badge is bought for you, you are not eligible to request a room assignment through your account.

ROOM LIMITS

Badge purchasers are allowed to request one hotel room for every 1-2 badges purchased.

1-2 badges = 1 room

3-4 badges = 2 rooms

5-6 badges = 3 rooms

7+ badges = etc ...

Housing Registration Website: Landing Page

To request a room assignment, follow these steps

Sign into your Gen Con account.

Visit your [My Housing](#) page.

Click the **Request Room** link.

Click **Go To Housing Portal**.

The link will connect you with the online system where you can select the hotel and room type you want to be assigned.

Click on **Show Details** to read the [Terms of Service](#).

Enter your check in and check out dates and click the **Search** button.

DEMO - Gen Con 2025

July 31, 2025 - August 3, 2025

Indiana Convention Center
100 S Capitol Avenue
Indianapolis, IN 46225, US

Check-in



Checkout



Rooms



Guests per room



Search

[View all hotels](#)

You will obtain the list of available hotels in alphabetical order.

Click the **Select** button on the hotel you wish to reserve. Click the **Start Over** link if you want to select a different hotel.

You can also sort hotels & room types via the **Sort by (Name, Price, Distance)** menu and/or by **Price Range** results filters as shown in the picture below.



[Start Over](#) [Contact Information](#)

DEMO - Gen Con 2025

July 31, 2025 - August 3, 2025

Check-in:

Checkout:

Rooms:

Guests per room:

[Update search](#)

[More filters](#) [Price](#) [Show available](#)

[Hotels with availability](#)

Hotels for DEMO - Gen Con 2025

10 hotels

[Terms of Service & Privacy Policy Advisory!](#)
[Show details](#)



Baymont Inn & Suites Indianapolis Brookville Crossing

1540 Brookville Crossing Way, Indianapolis, IN 46239, United States of America
8 Mile(s) from Indiana Convention Center

Enjoy great value and home-style comfort when you stay at Baymont Inn & Suites Indianapolis hotel. Located off Interstate 465, our non-smoking hotel on the southeast side of Indianapolis is close to the downtown area and minutes away from popular attractions like Lucas Oil Stadium, Conesco Fieldhouse and Indianapolis Motor Speedway.

USD 149.00 - 159.00

Average nightly rate
+Taxes & Fees

[Select](#)

[View policies](#)

How to view all hotels in the block, even if they are not available:

If your preferred hotel is not listed, please click on [Show Available](#) to display all hotels, including hotels that are not available based on your booking criteria (i.e., selected dates and/or number of room guests).

Your preferred hotel may not be listed because of one of the following reasons:

The hotel is already sold out.

Your dates do not meet the downtown hotels minimum night stay restrictions**.

One or more days you have requested in the search field are no longer available.

The room type(s) available cannot accommodate the number of guests you have entered in the search field (i.e., when you enter 4 guests per room, rooms that accommodate fewer than 4 guests will not show as available).

MINIMUM NIGHT STAY RESTRICTIONS. **New minimum night stay restrictions are in effect for all hotels in the downtown area. Requests for hotels in the downtown area must consist of **four** or more consecutive dates and must include the nights of Wednesday – Saturday, July 30 – August 2, 2025.

Minimum night stay restrictions will remain in place throughout the housing registration period. Room assignments at suburban hotels are not generally subject to minimum night stay restrictions, though some exceptions may exist.

NEW! Additionally, a five-night minimum stay (Tuesday - Saturday nights, inclusive) will be in effect for the Indianapolis Marriott Downtown hotel.

NEW! 21+ minimum guest age check-in requirement among block hotels

Selecting hotel and room type


Once you choose a hotel, the page will display all the room types available at the hotel.

Click **Select** on the room type you want to request.

The page will display the cost of the room, taxes and the grand total. Click **Next** to proceed or **Change hotel** to change hotel or **Search** to search for a different hotel.

Select Your Room

Available Selected Unavailable Waitlist



Standard King

Max Guests: 2

Details

Rooms Feature: Free High Speed Internet -Wired / Wireless, Premium Cable and HBO Complimentary USA Today Free Local Calls

Show more

Jul	Aug		
Wed 30 USD 149	Thu 31 USD 149	Fri 1 USD 149	Sat 2 USD 149

1 rooms

1 guests

Select

View policies

Standard Double Room

Max Guests: 4

Details

Rooms Feature: Free High Speed Internet -Wired / Wireless, Premium Cable and HBO Complimentary USA Today Free Local Calls

Show more

Jul	Aug		
Wed 30 USD 159	Thu 31 USD 159	Fri 1 USD 159	Sat 2 USD 159

1 rooms

1 guests

Select

View policies

Reservation Summary

Check-in Wed, Jul 30, 2025

Checkout Sun, Aug 3, 2025

Rooms 1

Guests per room 1

BAYMONT INN & SUITES INDIANAPOLIS BROOKVILLE CROSSING

[Change hotel](#)

STANDARD KING USD 596.00

1 adult, 4 nights

[Change rooms](#)

Subtotal USD 596.00

TAXES & FEES

State and Local Tax (17.0% per night) USD 101.32

Grand Total USD 697.32

[Edit reservation](#)

[Next](#)

Guest Information Page

IMPORTANT! From this page onward, you will have 10 minutes to finish entering information and confirm your room assignment. If you fail to submit your room assignment within 10 minutes, the software will release your room, and you will need to start over.

Enter your personal information.

Add requests in the Additional Requests Field.

If you need an ADA disability-compliant room, check the Accessible room box. Otherwise leave the Accessible room checkbox unmarked.

Review room, tax and cancellation policy.

Standard King

Max Guests: 2

Adults	Children
<input type="button" value="−"/> <input type="text" value="1"/> <input button"="" type="button" value="−"/> <input type="text" value="0"/> <input type="button" value="+"/>	

Primary Guest

Arrival Date	Departure Date
<input type="text" value="3/30/25"/>	<input type="text" value="8/4/25"/>
Profile	
<input type="text"/>	
*First Name	Middle Initial
<input type="text"/>	<input type="text"/>
*Last Name	Suffix
<input type="text"/>	<input type="text"/>
Organization	Position/Title
<input type="text"/>	<input type="text"/>
*Email	*Confirm Email
<input type="text"/>	<input type="text"/>
*Phone Number	
<input type="text"/>	

Requests

Accessible room

Additional Requests

Policies

ROOM POLICIES

Tax is not included

TAX POLICY

Room rates are subject to state

CANCELLATION POLICY

How to request ADA Disability-Compliant Accessible rooms

You can request an ADA disability-compliant room on the **Guest Information** page.

ADA-compliant accessible rooms can be requested when selecting rooms within the online housing portal. Once a hotel and room have been selected for check-out the system will prompt the user to enter guest information. Guests desiring an accessible room must select the **Accessible room** checkbox located below the guest information field, in the **Requests** box to place the request.

Important! The Accessible room checkbox should only be selected to indicate a request for an ADA-compliant room. Submit other types of special requests in the field labeled **Additional Requests** but leave the Accessible room checkbox unmarked unless you want an ADA Accessible room to be substituted for the standard room type you selected.

Prior to housing registration closure (11:59 pm ET July 14, 2025), Q-rooms will review Accessible room requests on file and attempt to confirm availability with the hotels. As Accessible room assignments are confirmed, guests will receive updated acknowledgements indicating a change of assignment from a standard room type to an Accessible room type (e.g. standard double/double to Accessible double/double). If an ADA-compliant room cannot be confirmed, the original booking will be left intact for hotel handling at the time of guest check in.

Important! Federal ADA legislation requires all hotels to meet minimum accessibility requirements, and as such hotel location is not applicable to ADA criteria. **Requesting an Accessible room in the Gen Con housing block has no bearing on hotel location relative to the convention center. Selecting the checkbox to request an Accessible room will not change your hotel selection or assignment.**

Requests

Accessible room

Additional Requests

Lower Floor

Payment Information Page

All room requests must be secured with a valid credit card having an expiration date later than the convention dates. Credit cards that expire before the convention ends will be rejected by the system.

You must be an authorized user of the credit card placed on file to secure your room assignment, and you must accept the Terms of Service, which govern the cancellation fee or hotel deposit that will be charged to the credit card in connection with your assignment.

You may change or update the credit card at any time before housing registration ends; and you may place a different card with the hotel at the time of check in if you desire to pay the remaining charges on a different credit card.

Payment Information

Payment Information

*Cardholder Name

Mary Mary

*Card Type

Select

*Card Number

*Exp. Month

*Exp. Year

Month

Year

Billing Address

*Country

UNITED STATES

*Mailing Address

111 Main

Mailing Address 2

*Phone Number

111-111-1111

*City

Indianapolis

*State

IN

*Zip

46200

Review Your Reservation Page: Confirming your room assignment

The last section of your room assignment process is the **Review Your Reservation** page.

On this page you will be able to edit any and all information for each one of your rooms. (i.e., payment information, dates, emails, names, etc.).

When you are ready to confirm your rooms assignment(s) read the show policies carefully and then check the box indicating that you've read and accept the Terms & Conditions and Q-rooms Terms of Service and Privacy Policy. Then click **Confirm Reservation**.

Policies

ROOM POLICIES

Tax is not included

TAX POLICY

Room rates are subject to state and local taxes, currently 17%. Subject to change without notice.

CANCELLATION POLICY

Cancellation Policy. Upon booking confirmation, all room assignments are subject to cancellation fee. Room assignments cancelled **before 11:59 pm EST, Tuesday May 27, 2025**, are subject to a cancellation fee in the amount of **\$50.00 USD** per room. Room assignments cancelled **after May 27, 2025**, are subject to a cancellation fee in the amount equal to the **nightly room rate without tax** per room cancelled. Q-rooms will be listed as the merchant originating the cancellation charge on the cardholder's account statement. **Cancellation fees are non-negotiable and non-refundable.**

Hotel Deposit Requirement. After housing registration closes on **July 14, 2025**, the hotel(s) will charge a non-refundable deposit in the amount of one-night stay plus tax per room assigned to issue guest reservations confirming room assignments. **The non-refundable deposit also serves as the cancellation fee per room if the guest cancels the guestroom reservation after July 14, 2025.** If the credit card securing a booking is declined during deposit capture, the hotel has the right to cancel the room assignment(s) without providing advance notice or guest recourse.

CHILD POLICY

Children 17 years and younger stay free with an adult or guardian.

Reservation Summary

Check-in Wed, Jul 30, 2025

Checkout Sun, Aug 3, 2025

ROOM 1

Standard King USD 596.00
1 adult , 4 nights

Taxes & Fees USD 101.32

Subtotal USD 697.32

- * I have read and accept the [Reservation Policies](#)
- * I have read Q-rooms' Services Privacy Policy and consent to the collection of my personal information in connection with my Booking request.

Confirm reservation

YOUR ROOM ASSIGNMENT IS COMPLETE!

After you click **Confirm Reservation**, your room assignment will be finalized and the system displays your confirmation, which includes your **acknowledgement number**.

Your reservation is complete!

Thank you for booking!



Baymont Inn & Suites Indianapolis Brookville Crossing

1540 Brookville Crossing Way
Indianapolis , IN 46239 , United States of America

HOTEL REWARDS PROGRAM



[Join Now](#)

> Standard King

Acknowledgment number: ULEKCJZJ

CHECK-IN CHECKOUT
Wed, Jul 30, 2025 Sun, Aug 3, 2025

[Edit](#)

[Cancel](#)

[Add to calendar](#)

How to modify or cancel a room assignment

You can modify your room assignment as needed and free of charge, provided the assignment is not cancelled in its entirety. Free modifications include change of hotel, room type, stay dates, roommates, guest contact information, special requests such as ADA Accessible room, and credit card information. Changes can be performed from the time you receive the initial assignment acknowledgment through the close of housing registration on **July 14, 2025**.

To modify or cancel your room assignment, log into your Gen Con account, visit your [My Housing](#) page, and click the **Manage Room** link for the assigned room you'd like to change. The link will connect you with the online system where you can make the desired adjustments. Click on the **Change** and/or **Edit** links in any section of the *Review Your Reservation* page to make desired modifications.

IMPORTANT! Changes will not go into effect unless you click the **Apply** button in the section you wish to modify. Then click on **Confirm Reservation** at the bottom of the page to confirm the change. **Closing your browser before submitting the change will leave the original assignment intact.**

Click **Edit** on the confirmation page to make changes or **Cancel Reservation** to cancel your room assignment in its entirety. **Important!** Cancellation fees apply when you perform a **Cancel Reservation** operation. No fees apply to **Edit** operations performed to modify your room assignment.



Baymont Inn & Suites Indianapolis Brookville Crossing

1540 Brookville Crossing Way
Indianapolis , IN 46239 , United States of America

HOTEL REWARDS PROGRAM



[Join Now](#)

> Standard King

Acknowledgment number: ULEKCJZJ

CHECK-IN

CHECKOUT

Wed, Jul 30, 2025

Sun, Aug 3, 2025

[Edit](#)

[Cancel](#)

[Add to calendar](#)

Modifying a room assignment (continued)

After you click **Edit** on the confirmation page, the system will give you a warning. Click **Yes**.

You will land on the *Review Your Reservation* page.

Click the **Edit** or **Change** link for whichever aspect of the assignment that you wish to modify. Make the change(s) and click **Apply**.

Click **Confirm Reservation** to complete the modification. No change will take effect unless you click **Confirm Reservation**.

Important! If you wish to exit without implementing any changes, simply close your browser session and your room assignment will remain unchanged.

Modify Reservation

You can perform various edits to change any aspect of your room assignment(s), including guest names, hotel, room type, dates, and payment information. There are no fees for editing room assignments, regardless of the number of edits performed. Fees only apply if you cancel a room assignment by performing the Cancel Reservation operation.

No change will take effect unless you click **Apply** and **Confirm Reservation**.

Important! If you wish to exit without implementing any changes, simply close your browser session and your room assignment will remain unchanged.

Are you sure you want to modify this information?



Standard King

1 adult, 4 nights

[Change room](#)

① USD 596.00

CHECK-IN

Thu, Jul 31, 2025



CHECKOUT

Sun, Aug 3, 2025



[Cancel](#)

How to cancel a room assignment

To cancel your room assignment, log into your Gen Con account, visit your [My Housing](#) page, and click the **Manage Room** link for the assigned room you'd like to cancel. The link will connect you with the online system where you can cancel your room assignment. A window with the cancellation policy will open and you confirm your action by accepting the cancellation policy. A cancellation notification will be sent.

CANCELLATION & DEPOSIT POLICIES!

Cancellation Policy. Upon booking confirmation, all room assignments are subject to cancellation fee. Room assignments cancelled **before 11:59 pm EST, Tuesday May 27, 2025**, are subject to a cancellation fee in the amount of **\$50.00 USD** per room. Room assignments cancelled **after May 27, 2025**, are subject to a cancellation fee in the amount equal to the **nightly room rate without tax** per room cancelled. Q-rooms will be listed as the merchant originating the cancellation charge on the cardholder's account statement. **Cancellation fees are non-negotiable and non-refundable.**

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Cancel

Cancellation Policy: Upon booking confirmation, all room assignments are subject to cancellation fee. Room assignments cancelled **before 11:59 pm EST, Tuesday May 27, 2025**, are subject to a cancellation fee in the amount of **\$50.00 USD** per room. Room assignments cancelled **after May 27, 2025**, are subject to a cancellation fee in the amount equal to the **nightly room rate without tax** per room cancelled. Q-rooms will be listed as the merchant originating the cancellation charge on the cardholder's account statement. **Cancellation fees are non-negotiable and non-refundable.**

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> Standard King

Acknowledgment number: NCEF0WML

CHECK-IN CHECKOUT
Wed, Jul 30, 2025 Sun, Aug 3, 2025

Edit

Cancel

Add to calendar

Yes

No