



AUSTIN •  
MARCH 13 –22

# BOOK YOUR TRAVEL

WITH SXSW HOUSING & TRAVEL

**Once you've signed your performance agreement, you can book your artist's hotel rooms with one of our many hotels at the low SXSW conference rate. Follow these simple steps to submit your hotel request:**

## **Follow these steps to submit your hotel request from Artist Admin:**

1. Sign in to your Artist Admin page and sign your performance agreement.
2. Enter your band and crew member names under the "Members" tab.
3. Choose the "Hotel Booking" tab and click "Book Hotel" for each member that requires a reservation.
4. Enter your dates and follow the simple steps to complete your hotel request. Have your credit card handy to secure your reservation.
5. Click Submit! You will receive immediate confirmation of your request. Your hotel confirmation will arrive within 48 hours.

*If you haven't been assigned your showcase time and date, we recommend that you book a hotel for Tuesday 3/17 through Sunday 3/22 for the best hotel availability. Reduce your stay or cancel your reservation without penalty until 28 days prior to arrival. Add additional room nights (based on availability) at any time.*

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## **Important Links:**

- Reservation Policies
  - Hotel Map
  - Housing FAQs
  - Travel

## **FAQs**

- Read all material provided to you by SXSW for important details regarding your participation.
  - Housing requests are processed in order of receipt – "first come, first served."
- You can book 1 hotel room for each band or crew member listed in the "Members" tab of your Artist Admin page.
  - If you need additional rooms for band or label management, they must be registered for SXSW.
    - Add additional guests to a single reservation in step 3 of the booking process.
- If you need to transfer a room to another band member after booking, email [artisthousing@sxsw.com](mailto:artisthousing@sxsw.com).
  - SXSW reserves the right to limit the number of hotel rooms offered.