



RESERVATION REQUEST FORM
BMO FINANCIAL GROUP INSTITUTE FOR LEARNING

U OF T HEALTH PROMOTIONS SUMMER SCHOOL

TUESDAY JULY 7, 2009 TO FRIDAY JULY 10, 2009

DINNER/BED & BREAKFAST RATE @\$160.00 PER PERSON, PER NIGHT + TAXES

ROOMS WILL BE RESERVED AT THE INSTITUTE FOR LEARNING BASED ON AVAILABILITY. ALTERNATIVELY WE WILL MAKE ARRANGEMENTS AT A NEARBY OFFSITE HOTEL (SHUTTLE SERVICE AND IFL MEALS INCLUDED). YOU WILL BE ADVISED OF LOCATION ONE WEEK PRIOR TO YOUR CHECK IN DATE.

ONSITE GUESTROOMS AT THE IFL ARE SINGLE OCCUPANCY. IF YOU REQUIRE ALTERNATE ARRANGEMENTS, PLEASE CONTACT OUR RESERVATIONS DEPARTMENT (416) 490-4300, AND THEY WILL BE HAPPY TO MAKE ALTERNATE ARRANGEMENTS FOR YOU.

PLEASE NOTE: AT 90 DAYS OUT, ANY ROOMS THAT ARE NOT PICKED UP FROM THE BLOCK WILL BE RELEASED. INDIVIDUALS MAY STILL CALL IN TO MAKE RESERVATIONS AND IF GUEST ROOMS ARE STILL AVAILABLE, WE WILL TAKE THE RESERVATION.

ARRIVAL DATE _____ **DEPARTURE DATE** _____

TITLE: _____ FIRST NAME: _____ LAST NAME: _____

MAILING ADDRESS: _____ CITY: _____

PROV: _____ POSTAL CODE: _____ PHONE (DAY TIME): _____

E-MAIL: _____

METHOD OF PAYMENT:

INDIVIDUAL PARTICIPANTS ARE RESPONSIBLE FOR PAYMENT OF GUESTROOMS, ANY INCIDENTAL CHARGES, PLUS APPLICABLE TAXES WHICH SHALL BE PAID BY THE GUEST PRIOR TO DEPARTURE. ACCORDINGLY A VALID CREDIT CARD MUST BE SUPPLIED AT THE TIME OF BOOKING AND PRESENTED AT CHECK-IN TIME BY ALL GUESTS.

TYPE OF CREDIT CARD (PLEASE MARK WITH AN X):

- AMERICAN EXPRESS
 VISA
 MASTER CARD

CREDIT CARD # _____ - _____ - _____ - _____ EXP. _____ / _____

CREDIT CARD HOLDER: _____

(IF CREDIT CARD HOLDER IS DIFFERENT THAN THE REGISTERED GUEST, KINDLY FAX A LEGIBLE PHOTO COPY OF THE CREDIT CARD INFORMATION ALONG WITH CREDIT CARD HOLDER SIGNATURE TO 416-490-4443, AT YOUR EARLIEST CONVENIENCE)

BILLING ADDRESS: _____

CANCELLATION/CHANGE POLICY:

For cancellation of any guest-room reservation, 14 business days notice prior to arrival is required. Any cancellation after that time will result in one room night plus applicable taxes being charged to the individual participants Credit Card.

CHECK-IN: ANYTIME AFTER **3:00PM**

CHECK -OUT: ANYTIME BEFORE: **1:00PM**

+ PLEASE COMPLETE THE ABOVE AND SUBMIT VIA EMAIL AT IFL.RESERVATIONS@BMO.COM . A CONFIRMATION EMAIL WILL BE SENT TO YOUR ATTENTION SHORTLY +

IF YOU NEED ASSISTANCE OR HAVE ANY QUESTIONS
PLEASE CONTACT THE RESERVATION DEPARTMENT AT (416) 490-4300.

WE LOOK FORWARD TO WELCOMING YOU

