



## 2015 Canadian Workshop on Information Theory Conference

June 6 – 9, 2015

### ACCOMMODATIONS RESERVATION FORM

Conference Services

Reserve your accommodations before May 31, 2015.  
Requests received after this date will be accepted on an availability basis.

#### CONTACT INFORMATION (please type or print)

Name: \_\_\_\_\_  
Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_  
Address: \_\_\_\_\_  
Town/City: \_\_\_\_\_ Province/State: \_\_\_\_\_  
Country: \_\_\_\_\_ Postal or ZIP Code: \_\_\_\_\_

#### BOOKING INFORMATION

- Single room (twin bed) with semi-private washroom
- Check-in time: after 3:00 p.m. Check-out time: before 11:00 a.m.

Please select a rate:

☐ STUDENT RATE - \$40.00 per night

☐ REGULAR RATE - \$45.00 per night

**ARRIVAL** Date: \_\_\_\_\_ Time: \_\_\_\_\_

**DEPARTURE** Date: \_\_\_\_\_ Time: \_\_\_\_\_

Suite-mate preference: \_\_\_\_\_

#### PAYMENT INFORMATION

##### AMOUNT DUE:

\_\_\_\_\_ nights x \_\_\_\_\_ per night = \$ \_\_\_\_\_

Payment is due in full upon arrival. No credit card information is required to reserve a room.  
We accept MasterCard, VISA, debit and cash (Canadian currency only).

Please return completed form to Conference Services.

#### CONTACT US

MAIL	EMAIL	PHONE	FAX
Conference Services Hatcher House Memorial University St. John's, NL Canada A1B 3P7	<a href="mailto:stay@mun.ca">stay@mun.ca</a>	1 877 730 7657 (Toll-free) 709 864 7933 (May – August) 709 864 7922 (September – April)	709 864 6705

[www.mun.ca/hfcs/summer\\_accommodations](http://www.mun.ca/hfcs/summer_accommodations)

The information on this form is used to process your request for accommodations at Memorial University. The information will be used in connection with your booking. Except as required by law, it will be treated with strict confidentiality. If you have any questions about the use of this information please contact the Manager of Conference Services at 709 864 7922 or e-mail [conferences@mun.ca](mailto:conferences@mun.ca).

## GENERAL INFORMATION NEW RESIDENCE

<b>ACCOMMODATIONS</b>	Accommodations in the New Residence consist of 2-bedroom suites. Each bedroom has a twin-bed with a semi-private washroom shared only with the other bedroom in the suite. Bedrooms have a desk, chair, closet, shelves, and drawers. Bedding, towels, face cloth and soap are provided, however we recommend you bring shampoo and other toiletries. Washroom consists of shower, toilet, and sink.
<b>LOCATION</b>	Our reservation desk is located in central hub of the New Residence. The desk is located just inside the main entrance on Livyers Loop (off of Prince Philip Drive). The residences are located on campus and are about a 10 – 15 minute drive from St. John's International Airport (YYT).
<b>CHECK-IN/CHECK-OUT</b>	Check-in time is after 3:00 p.m. and check-out time is by 11:00 a.m.. The reservations desk is staffed overnight.
<b>PAYMENT</b>	Payment is due in full at check-in. We accept MasterCard, VISA, debit, as well as cash (Canadian currency only).
<b>ACCESS CARDS</b>	All bedroom, floor, and exterior doors are on card access. All access cards <u>must</u> be returned to the reservation desk prior to your departure. A replacement fee of \$15.00 per card will be charged to your account or credit card for unreturned or lost access cards.
<b>LOUNGE</b>	There is a lounge on each floor with a TV as well as a small kitchenette with fridge, sink, and microwave. There is no oven or stove.
<b>LAUNDRY</b>	There is a laundry room in each residence accessible 24 hours a day. Laundry cards can be purchased at the reservations desk.
<b>PARKING</b>	Parking permits are available at the reservations desk upon check-in.
<b>WIRELESS INTERNET</b>	Wireless internet credentials are available at the reservations desk at check-in free of charge. Groups and conferences should discuss internet needs with the accommodations coordinator in advance.
<b>TELEPHONE</b>	Each bedroom has a telephone with free local calling.
<b>ALCOHOL</b>	Alcohol is permitted for personal consumption in bedrooms only. Individuals must be at least 19 years of age to purchase and consume alcohol in the province of Newfoundland and Labrador. No beer bottles permitted – cans only.
<b>PETS</b>	No pets allowed.
<b>SMOKING</b>	Memorial University campus is smoke-free.
<b>FOOD SERVICES</b>	For information please contact Memorial University's caterer, ARAMARK. Phone: 709 864 3569 Email: <a href="mailto:catering@mun.ca">catering@mun.ca</a> Website: <a href="http://www.mun.catertrax.com">www.mun.catertrax.com</a>