

MEMORIAL UNIVERSITY OF NEWFOUNDLAND
REQUEST FOR ACCOMMODATIONS: PATON COLLEGE
Canadian Applied Industrial Math Society
July 17 - 20, 2010

Reserve your accommodations before *June 01, 2010*. Requests received after this date will be accepted on an availability basis. Accommodations are provided in university residences with traditional dormitory-style single or twin-bedded rooms. Send accommodations request to the Conference Office at the address below. **PLEASE TYPE OR PRINT CLEARLY.** (We accept early arrivals and late departures - simply be sure to indicate the dates below. A map of the campus available at www.mun.ca Click on Quick Links. Tourist information available at www.gov.nl.ca/tourism

Name _____ Arrival Date _____ Time: _____
Address _____ Departure Date _____ Time: _____

Telephone # () _____
Fax # () _____
Province/State _____ Postal/Zip Code _____ E-mail: _____
(PLEASE print CLEARLY in black ink)

All prices include all applicable taxes

- Single - \$33.00/night**
Single rooms are limited in number and will be allocated on a first come-first serve basis
- Twin-Bedded Room - \$54.00 (\$27.00/person)**

Roommate's name, if applicable _____

AMOUNT DUE: _____ nights x \$ _____ (accommodations) = \$ _____

A credit card is required to reserve your accommodations.

(Please note: Credit Card charges will be processed approximately two weeks PRIOR to arrival).

- Visa Card MasterCard

Credit card number _____ Expiry Date _____

Signature: _____

Mail/Fax to: Conference Services
Room 316C, Hatcher House
Memorial University of Newfoundland
St. John's, NL Canada
A1B 3P7

Telephone #: 709-737-7657 Fax#: 709-737-6705
Email: bmallard@mun.ca

The personal information on this form is used as a record of guests staying at Memorial University. 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 Facilities and Summer Accommodations Supervisor at 709-737-7657 or e-mail: bmallard@mun.ca

INFORMATION 2010 – Paton College

ACCOMMODATIONS: A single room is comprised of one twin bed. A double room is comprised of two twin beds. Rooms have a desk, chair and a closet with drawers. Bedding, towels, face cloth and soap are provided. There is no telephone or TV in the bedrooms.

PAYMENT: You are required to provide credit card information prior to your arrival

REGISTRATION: No matter how you arrive in St. John's you have to come to Hatcher House (refer to **Map of the Campus** below for location) at the University to register for your accommodations. The booth is open 24 hours a day, seven days a week ((**Under review**)). The University is about 10 – 15 minutes from St. John's Airport.

KEYS: Keys **MUST** be returned to the reservations booth in Hatcher prior to your departure.

NOTE: Failure to do so will result in a \$100.00 charge on your credit card.

CHECK-IN / CHECK-OUT: Check-in time is after 3:00pm. Check-out time is by 11:00am

PETS: NO pets allowed under any circumstances.

WASHROOMS: There are two common washrooms on each floor – one female and one male.

LAUNDROMAT: There is a laundromat in each residence accessible 24 hours a day. Swipe card required and card (\$2.00 charge) available in Hatcher House outside reservations booth.

SECURITY: The residence buildings are locked twenty-four hours a day.

PARKING: A parking permit is required for those with private vehicles. Permits are available at the conference reservations booth in Hatcher House for a nominal fee of \$4.00/day.

TELEPHONES: Pay telephone is located in most residences

WIRELESS LAN: Guests can apply for temporary access to the wireless local area network. Check at the reservations desk upon arrival for additional information.

ALCOHOL: Is permitted for personal consumption in bedrooms only. Individuals must be at least nineteen years of age to purchase and consume alcohol in the province of Newfoundland and Labrador. Beer must be purchased in cans only. No beer bottles permitted.

SMOKING: The campus of Memorial University of Newfoundland is smoke free. Smoking is not permitted in the bedrooms.

MAIL FOR GUESTS: All mail for guests **MUST** be addressed "C/O the Conference Office". Mail will be **returned to sender** if it does not have "C/O the Conference Office" in the address. The mailing address for guests is:

John/Jane Doe
C/O the Conference Office
Hatcher House
Memorial University of Newfoundland
St. John's, NL
Canada A1B 3P7

SUMMER FOOD SERVICES:

For information please contact Chartwells in room 317 Hatcher House or call (709) 737-8125. E-mail: munchartwells@compass-canada.com . Chartwells provides food services NOT Conference Services. Please direct all food services inquiries to Chartwells.

HOW TO CONTACT US: Reservations booth - May 10 to August 15: (709) 737-7933
August 15 to May 10: (709) 737-7657
Fax: (709) 737-6705
E-Mail: conferences@mun.ca

Mailing address:

Conference Services
316C Hatcher House
Memorial University of Newfoundland
St. John's, NL Canada A1B 3P7

Conference Services website: www.housing.mun.ca/conference-services

Thank you for choosing Memorial University of Newfoundland as your choice for accommodations. Let us know if there is anything we can do to make your stay more enjoyable.