

CONFERENCE REGISTRATION & ACCOMMODATION RESERVATION FORM

Conference Group Name: CanaDAM: The Canadian Discrete and Algorithmic Mathematics Conference

Booking ID: DCM0705 (The Banff Centre Use Only)

Conference Group Dates: May 28, 2007 – May 31, 2007

Register for the conference and reserve your accommodation by sending this completed form by:

FAX: The Banff Centre Reservations Office - (403) 762-7502

Mail: The Banff Centre Reservations Office, Box 1020, Stn. 15, Banff, Alberta, Canada T1L 1H5

If you have any questions about your accommodation and / or conference registration, please phone: 1-800-884-7574 or (403) 762-6308

PERSONAL INFORMATION

Name _____

Title _____

Company / Organization _____

Mailing Address _____

City / Province / State _____

Postal / Zip Code _____

Tel _____ Fax _____

E-mail _____

Confirmation of accommodation reservation and the breakdown of total registration fees/statement will be sent by email to the address entered below. The original copy of conference registration will be handed it out at the conference registration desk.

E-mail _____

E-mail confirmation: yes no

ACCOMMODATION REQUEST DATES

Please note that check-in is after 4:00 pm, check-out is by 12:00 noon.

Will you be staying at The Banff Centre? yes no

If yes, arrival Date (mm / dd / yy) _____

If yes, departure Date (mm / dd / yy) _____

Accommodation Package:

Conference Package Dates: May 27 – 31, 2007 (4 nights)

*****SOLD OUT*****

Accommodation Package Rates (per day)

The nightly rate includes accommodation, wireless internet access in bed rooms, Standard Buffet Breakfast and Lunch daily, all gratuities, parking, and access to the Sally Borden Recreation Facility. Prices are exclusive of 6% GST, 2% Tourism Improvement Fee and 4% Alberta Tourism Levy Tax, and are quoted in Canadian Dollars. Room assignments will be made based on availability at time of reservation. Reservations received after Tuesday, March 27, 2007 will be accepted on a space available basis only.

SUPERIOR (SOLD OUT as of Feb 27/07)

Single \$175.35 (CAD) per day per participant
Double \$107.85 (CAD) per day per participant

STANDARD (SOLD OUT as of Feb 21/07)

Single \$165.35 (CAD) per day per participant
Double \$102.85 (CAD) per day per participant

Do you require a smoking room? (Limited to standard rooms only, and based on availability)

yes no

Triple/Quad Occupancy Request – Please phone The Banff Centre Reservations: 1-800-884-7574 for availability and price.

Will you be accompanied by a spouse/companion? (No charge if sharing room with a single delegate).

yes no

Please indicate if you plan to bring your children

yes - ages: _____ no

If you are bringing your spouse / companion and they **ARE attending the conference sessions, please select the standard or superior **DOUBLE** rate. Please indicate your spouse / companion's name under section "Accommodation Shares" below. If he/she is **NOT** attending the sessions, please select the Standard or Superior **SINGLE** rate.

ACCOMMODATION SHARES (only for those delegates who selected the double package rate):

The Banff Centre will charge the single rate should your sharing delegate cancel.

Note: Each delegate must complete their own Accommodation Reservation Form.

Please name your share partner:

CONFERENCE REGISTRATION

"Early" registration fees apply to registrations received with payment on or before February 26, 2007.

"Full" registration fees apply to registrations and/or payments received on and after February 27, 2007.

Conference Registration includes admission to Conference, break refreshments for 4 days, and 2 receptions.

Registration Type	Before Feb 26/07	On and After Feb 27/07
Regular	\$230.00 (CAD) <input type="checkbox"/>	\$330.00 (CAD) <input type="checkbox"/>
Student/PDF	\$70.00 (CAD) <input type="checkbox"/>	\$170.00 (CAD) <input type="checkbox"/>

Additional Pre-Purchases: (please indicate the number of tickets you would like to purchase)

Guest/Off site participant breakfast buffet ticket
@ \$15.25 / ticket (All inclusive)

Guest/Off site participant lunch buffet ticket
@ \$20.11 / ticket (All inclusive)

Note: Individuals may purchase meals on campus at our Main dining room. Light snacks/meals are available at Gooseberry Deli, and Kiln Café. However your conference is scheduled to have buffet breakfast / lunch daily in our Main dining room. All off-campus participants are encouraged to "pre-purchase" above meal tickets (especially lunch) in order to guarantee seating. (These tickets are not available for purchase at the conference registration desk)

CANCELLATION POLICY

Accommodation:

Room cancellation must be received at 48 hours prior to your scheduled arrival. Reservations cancelled less than 48 hours prior to arrival will be subject to charge equivalent to one night's stay, plus taxes.

Conference:

For cancellation requests received by The Banff Centre on or before March 26, 2007 registration fees will be refunded less an administration charge of \$60.00. There will be no refund of any portion of the registration fees if cancellation is on and after March 27, 2007.

PAYMENT PROCEDURES:

Conference Registration:

Payment is **REQUIRED** in advance and will be processed at the time of registration when you are paying by credit card.

If paying by cheque, please make payable to "The Banff Centre," and send payment to:

Reservations, The Banff Centre, Box 1020, Banff, Alberta T1L 1H5.

Accommodation:

The Banff Centre **REQUIRES** your credit card information OR a cheque made payable to "The Banff Centre" in Canadian Funds, equivalent to one night's stay (room portion only), in order to guarantee your reservation. No room charge will be applied to your account if your reservation is cancelled 48 hours prior to arrival. If we do not receive credit card information or a cheque with your returned form, we cannot hold your reservation.

How will you be paying for your CONFERENCE REGISTRATION Fees?

cheque / money order credit card: please specify:

American Express

VISA

En Route / Diners Club

Master Card

Name of Cardholder _____

Card Number _____

Expiry _____ Signature _____

How will you be GUARANTEEING your ACCOMMODATION?

The same as above

Different from above: Please fill the information below:

cheque / money order credit card: please specify:

American Express

VISA

En Route / Diners Club

Master Card

Name of Cardholder _____

Card Number _____

Expiry _____ Signature _____

SPECIAL ACCOMMODATION / MEAL REQUEST

If you require any special dietary arrangements (for example, vegetarian meals, gluten-free meals), please specify.

If you have any special physical /mobility requirements, please specify:

SPECIAL PRE AND POST CONFERENCE RATES

Prices are room rate only and do not include any meals, gratuities or taxes.

SUPERIOR \$135.00 (CAD) Single or Double per room

STANDARD \$125.00 (CAD) Single or Double per room

TAXES

- The Banff Centre will charge GST on accommodation and packages. Canada imposes this Goods and Services Tax (GST) of 6% on all purchased goods and services while in Canada. These may be refunded upon application for all non-Canadian residents. Rebate forms are available at The Banff Centre.
- The Tourism Improvement Fee (T.I.F.) of 2% is applied to all accommodation charges. The Tourism Improvement Fee (T.I.F.) is not refundable. The T.I.F. will not apply to room cancellation fees.
- Alberta imposes an "Alberta Tourism Levy Tax" (ATL) of 4% on all accommodation charges. ATL is not refundable. ATL will not apply to "room cancellation fees".

PARTICIPANT LIST

Participant lists will be distributed to all participants at the conference. The list will include all the contact information you supply. (name, mailing address, affiliation, phone number and e-mail) Please indicate your preference.

My name may appear on the delegate list

yes no

Additional Comments:

The personal information on this form will be used for the purposes of managing your accommodation arrangements. The information is collected under the authority of the Post-Secondary Learning Act, Revised Statutes of Alberta, that mandates the programs and services offered by The Banff Centre and will be protected by the provisions of the Alberta Freedom of Information and Protection of Privacy Act. For inquiries about the collection and use of this information, contact the General Manager, Conferences, The Banff Centre, Box 1020, Station 11, Banff, Alberta T1L 1H5. Telephone: (403) 762-6435.