

# HOTEL ARRANGEMENTS

For those traveling by air or train and requiring hotel accommodations at the Metropolitan Hotel Toronto, please read the following carefully and if you have any questions contact [ynakamachi@mtsinai.on.ca](mailto:ynakamachi@mtsinai.on.ca) prior to booking your transportation

## Hotel Accommodations for those arriving on the Sunday evening:

We have secured a special guestroom rate at the Metropolitan Hotel Toronto (Luxury King \$139 + taxes) for November 11, 2012 (check-out November 12, 2012) which is a short five minute walk to The Sydney & Florence Cooper Family Education Centre.

A block of guestrooms have been reserved under the group name: Council of Academic Hospitals of Ontario. The guestrooms will be held at this rate until October 12, 2012. If you require hotel accommodations you will be required to reserve by October 12, 2012. Please refer to the Metropolitan Hotel Toronto reservation policy below:



The Sydney & Florence Cooper  
Family Education Centre  
60 Murray Street, Room L3-300



Metropolitan Hotel Toronto  
108 Chestnut Street  
Toronto, ON, M5G 1R3



## Reservation Procedure

Reservations will be made directly to the Metropolitan Hotel Toronto on an individual basis. In order to facilitate reservations, attendees may contact the hotel directly (416-599-0555), toll free (800-668-6600), or by email at [reservations@tor.metropolitan.com](mailto:reservations@tor.metropolitan.com).

It is imperative that individuals indicate their group affiliation when making reservations (group name: Council of Academic Hospitals of Ontario). At the time of booking, the reservation must be guaranteed. The guest must provide a credit card for the first night's room and tax. If the reservation is cancelled within five days of arrival, the one night room and tax will be forfeited. **All reservations must be made by October 12, 2012 to secure the special guestroom rate.**

## Payment Procedure

Individual conference attendees will be responsible for all guest rooms, tax and incidental charges.

## Value Added

The Metropolitan Hotel Toronto is pleased to waive the \$8 facilities fee and offer complimentary internet access in all guestrooms.

## Check-In/Check-Out Time

Check-in time is 3:00 p.m. Every effort is made to accommodate guests arriving before check-in time, however rooms may not be immediately available. Check-out time is 12:00 p.m. Individuals who would like to retain their room later than 12:00 p.m. should direct their requests to the Assistant Manager on duty once registered. Should it be possible to extend a late check-out, a late departure charge may be applicable.