



DESIGNING LIBRARIES 2018

DATE	September 15th to 18th, 2018 (3 nights)
RATE	\$139 plus taxes - Standard Double Queen (2 queen beds) \$159 plus taxes – King Atrium Plus (1 king bed + sofa pullout) Room types first come first served and based on single/double occupancy – any additional person subject to a \$10 charge
BREAKFAST	Hot buffet Breakfast included
TAXES/FEES	5% GST, 4% Room Tax, 3% Destination Marketing Fee
RESERVATION PROCEDURE	Individuals can make reservations: → Directly with the Hotel at 403-289-0241 reference the rate code “ Designing Libraries 2018 ”; → Online at https://www.bestwestern.com/en_US/book/hotel-rooms.61027.html?groupId=P91SK3J9
	Please be prepared to give a credit card number to guarantee your arrival.
CUT-OFF DATE	Rooms must be booked by Wednesday August 1st, 2018 . Rooms will be released back to the hotel for resale to the general public after the cut-off date and the preferred rate will not be guaranteed after this date.
CHECK-IN	3:00 pm - early check-in may be requested but cannot be guaranteed.
CHECK-OUT	11:00 am
PAYMENT	Room & tax and incidentals incurred during the stay will be paid upon check out time.
CANCELLATION POLICY	Individual Cancellation: 1-day prior to arrival to avoid a cancellation fee of the first night’s room and tax
	<i>Departure date must be confirmed upon check-in to avoid early departure penalties</i>
GUESTROOM AMENITIES	Complimentary high speed wireless internet, fridge, microwave, coffee maker with coffee & tea, iron & ironing board, hair dryer and bathroom amenities, hot buffet breakfast
FACILITIES	Indoor heated pool, whirl pool, underground heated parking, 24 hours business centre, 9100 square feet of meeting/ banquet facilities, onsite restaurant & lounge.