



MONTRÉAL, QUÉBEC

12 – 15 MARCH 2010

HOTEL AND TRAVEL INFORMATION

LOCATION AND ACCOMMODATION

The workshop will take place at the **Le Centre Sheraton Montréal**. IB Americas has arranged for special room rates for the workshop. Please make your reservations by **Monday, 1 March 2010**, and indicate you are with IB Americas to receive the special rate. Rates are quoted in Canadian dollars and are exclusive of all taxes.

Le Centre Sheraton Montréal

1201 Boulevard Rene-Levesque West
Montréal, QC H3B 2L7
Canada

Telephone (514) 878-2000
(800) 325-3535

Facsimile (514) 878-3958

Website

<http://www.starwoodhotels.com/sheraton/property/overview/index.html?propertyID=463>

Stargroup

<http://www.starwoodmeeting.com/StarGroupsWeb/res?id=0907313795&key=60533>

Check-in 3.00pm **Check-out** 12.00pm

Single/Double Rate CAD \$164.00

Additional Person CAD \$30.00 per person, per night

Early Departure Fee CAD 50% of daily guestroom rate

****Please note: Checks must be received by the hotel at least 14 days prior to the date of arrival and must include room and tax for the total amount of hotel stay.**

WORKSHOP SCHEDULE OUTLINE

Workshop check-in for participants will start at 3.00pm on Friday, 12 February 2010. The level 1 workshop begins with a general session on Friday, 12 February at 5.00pm and concludes on Monday, 15 February at 12.00pm. The level 2 and 3 workshop begins on Saturday, 13 February at 8.30am and concludes on Monday, 15 February at 12.00pm. IB Americas will provide a breakfast, a beverage break, and a lunch on Saturday, 13 February 2010 and Sunday, 14 February 2010. IB Americas will provide a breakfast and a beverage break on Monday, 15 February 2010. Please be aware that dinner is not included in the conference registration fee and will not be provided on any of the workshop dates.

INTERNATIONAL TRAVEL

All non-citizens must present proof of citizenship to enter the United States or Canada. An acceptable form of identification is a valid passport.

GROUND TRANSPORTATION

The hotel is located approximately 30 minutes from Montreal-Trude Airport (YUL). Aerobus shuttle provides shared van shuttle service every 30 minutes and the fares are approximately CAD \$16.00 one-way and CAD \$26.00 roundtrip. For reservations, please call (514) 631-1856. Taxicabs are also available and the fare is approximately CAD \$38.00 one-way. Rates subject to change

PARKING

The hotel offers 24-hour self parking for approximately CAD \$20.00 per car, per day plus applicable taxes. Valet parking is CAD \$26.00 per car, per day inclusive of taxes with in and out privileges. Rates subject to change. IB Americas has negotiated a 17% discount on the current price on day time event parking.

INTERNET ACCESS

The hotel offers standard wired and wireless internet service in the guest rooms for approximately CAD \$14.75 per day. Rates subject to change

MISCELLANEOUS

Please remember that meeting room temperatures and personal comfort zones vary widely. It is recommended that you bring a sweater or jacket to all sessions.