**Reservation Request Form**

**BMO IFL**

**District 60's Toastmasters Annual Conference**

**Saturday, April 30 2022**

**Weekend – Dinner, Bed & Breakfast Rate @$165.00 per person, single occupancy, per night + taxes**

**Rooms will be reserved at BMO IFL based on availability, and an email confirmation will be sent to you**

**Arrival Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Departure Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_ First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Prov: \_\_\_\_\_Postal Code: \_\_\_\_\_\_\_\_\_\_\_Phone (Day Time): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**E-Mail:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Method of Payment:**

Individual Participants are responsible for payment of guestrooms, any incidental charges, plus applicable taxes which shall be paid by the guest prior to departure. Accordingly a valid credit card must be presented at check-in time by all guests.

**Cancellation/Change Policy**:

For cancellation of any guest-room reservation, 14 business days notice prior to arrival is required.

**Check-In:** anytime after **3:00pm**

**Check -Out:** anytime before: **1:00pm**

**Please complete the above and submit via email to** [**ifl.reservations@bmo.com**](mailto:ifl.reservations@bmo.com)

**A confirmation email will be sent to your attention shortly**