

Annual Spring Meeting of Participants

APRIL 27 – 29, 2018

Chelsea Hotel, Toronto

HOTEL AND TRAVEL INFORMATION

Funded Participants

HOTEL ACCOMMODATIONS-

The Canadian Cancer Trials Group has booked a block of rooms at The Chelsea Hotel, Toronto.

Please book your own accommodation. Your room and tax will be paid directly to the Chelsea Hotel (Chelsea Room ONLY) for nights to attend the Annual Spring Meeting- Thursday April 26, Friday April 27 and Saturday April 28. If additional nights are required (eg. Wednesday April 25th or Sunday April 29th) and you did not receive a separate funded invitation for meetings being held on Thursday, April 26th than please contact Meetings@ctg.queensu.ca for approval. When distance of travel to the meeting site is less than 50km one way a delegate may not claim accommodation unless pre-authorized.

A credit card is required for booking your room and at time of check in (for any incidentals). **If you book your reservation after April 6**, and there is an increase in the room rate, we will reimburse funded participants for the \$156.00 ONLY or unless special arrangements have been made. If you are unable to keep your reservation, please be sure to cancel the room 48 hours prior to 4pm EST arrival day. Participants will be responsible for reservations not cancelled.

Other Hotel- Should you choose to stay at another hotel, we may not be able to reimburse you for your accommodations. Reimbursement will depend on whether the room block has been fully utilized as we cannot pay for empty rooms and pay for accommodations at other hotels. Participants must inform us in advance of the Spring Meeting if they plan to stay at another hotel to be eligible for funding.

Please book your own accommodation by April 6, 2018:

CHELSEA HOTEL, TORONTO

33 Gerrard Street, Toronto, ON M5G 1Z4

Reservations: 1-416-595-1975 or 1-800-243-5732 – (In-house reservations)

Fax: 1-416-585-4375

Ask for: CCTG- Block of rooms

On-line reservation link: [Reservation link](#)

Rate: ~~\$156.00~~ Room Block Full

Please call the hotel for availability

Read information above regarding reimbursement

-check in time is 3:00pm

-check out time is 11:00am

TRAVEL INFORMATION

Travel MUST be booked according to the Canadian Cancer Trials Group [Travel Reimbursement Policies](#) and within your [Travel Allotment](#). Please check the overall schedule of events to book your travel according to your meeting invitations

Travel Allotment for two funded invitations:

If you receive, two funded invitations with a travel allotment in both, you can ONLY use one of allotted amounts. They cannot be combined or transferred to another person (e.g. travel allotment for Spring Meeting invitation is \$800 and travel allotment for a Thursday Workshop is \$800 therefore, your travel allotment will be \$800).

New This Year - Get a discount on your travel with UP Express!

If you're flying into Toronto Pearson International Airport be sure to take advantage of the UP Express group program – and get tickets at **25% off!**

UP Express connects Toronto Pearson International Airport to the heart of downtown Toronto in just 25 stress-free minutes—less than half the time it often takes by car. Trains leave every 15 minutes, 19 ½ hours a day. There's no easier or more convenient way to get to or from Toronto Pearson.

UP Express tickets can be easily purchased at UPexpress.com. To get the 25% discounted group rate, attendees just have to use the promo code **CCTG2018** on their adult return tickets (Pearson Station to Union Station) during purchase.

Travel Agents and Discounts:

You are welcome to use the Canadian Cancer Trials Group travel agency, Merit Travel. You will need to pay for your travel upfront and get reimbursed following the Annual Spring Meeting. Travel agent fees are part of your travel allotment.

Anna Tucci at Merit Travel: 1-866-341-1777 ext:7220 or(613) 342-1412 ext:7220 or atucci@merittravel.com

If you are using your own travel agent or booking your own travel, you are welcome to use the promotional discounts for

Air Canada:	Promo code: X84V4QP1 ONLY use if discount is equal or less than Tango fare or best available fare at time of booking. To book a flight using the promotion code, access aircanada.com and enter your promotion code in the search panel.
Via Rail:	Discount code: 13660 10% off the best available fare in Economy, Economy Plus, Business, Business Plus, Sleeper, or Sleeper Plus class from all stations throughout the VIA system. *"Subject to the conditions and restrictions of the fare plan to which the additional discount is being applied." Discount does not apply to Escape class fares.
Porter Airlines	Promo code: CCTG18 10% discount on all available base fares for travel (with the exception of lowest class fare during a public seat sale). Please book online at www.flyporter.com or through your travel agent.

These promotion codes are for use by conference attendees and organizers and are not for distribution.

If you have any questions please contact: Meetings@ctg.queensu.ca