

# 2023 Conference Accommodations



DIRECTORS'  
**Forum**  
for Directors, by Directors

The October 2023 Directors' Forum conference will be held at the **Hilton Mississauga-Meadowvale**. The venue is located 14 km from Toronto Pearson International Airport (there is currently no shuttle service available to/from the venue).

## **BOOKINGS:**

Conference delegates (not including the DFC Board, staff and guest speakers) are required to make their own reservations directly with the hotel.

We have arranged for a discounted group rate of **\$175 per room/night** for our delegates. (Please note that a municipal accommodation tax of 4% plus 13% HST will be added to the rate).

The deadline for the discounted rate of is **October 4, 2023**. Any delegates requiring a room after this date, or once the group block is full, will pay the prevailing rate of the venue. It is a good idea to book as early as possible, as you can always cancel your reservations!

You can book by calling the reservation desk at: **1-905-821-1981**. Make sure to tell them you are with the "**Directors' Forum**" and quote SRP code **DIRF23**, or you can **book directly online**.

## **DEPOSIT & CANCELLATION POLICY:**

Should you need to cancel, you must do so **48 hours prior** to your arrival in order to receive a full reimbursement of your room booking. If not, one room night plus tax will be charged to your credit card. You can cancel directly here.

## **CHECK-IN/OUT:**

Check-in is at 3:00pm and check-out is at 12:00pm. A late check out fee of \$25 per hour after 12pm will apply. There will be a dedicated space for delegates to store their luggage prior to check-out.

## **FREE PARKING:**

Parking is **complimentary** for all our delegates and guest speakers. Please *do not pay* for parking at the meter as you will not be reimbursed by the venue or the DFC.

***Any issues while booking your accommodations?  
We are happy to help.***

Contact Audrey at [audrey@directorsforum.coop](mailto:audrey@directorsforum.coop)  
or at 519.763.8271 x.24