

# 2020 OGRA CONFERENCE

February 23rd - 26th  
Fairmont Royal York Hotel, Toronto

## FAIRMONT ROYAL YORK OFFICIAL SUITE FORM

To reserve a suite, please complete this form  
and fax it to

Fairmont Royal York Hotel  
Attention: Group Reservations  
(416) 860-5008

Name of Person Requesting Room:

Surname

Given Name

Name of Municipality/Company/Organization

Street Address or P.O. Box Number

City/Town, etc.

Postal Code

( )

( )

Telephone (include Area Code)

Fax

( )

Name of Contact Person

Telephone

**Email - required for confirmation**

Arrival Date

Departure Date

### Suite Type:

Small Suite \_\_\_\_\_

Large Suite-1 bedroom \_\_\_\_\_

Large Suite-2 bedroom \_\_\_\_\_

Suite Name (if known) \_\_\_\_\_

Sharing Suite With \_\_\_\_\_

Credit card information

Visa \_\_\_\_\_

Master Card \_\_\_\_\_

American Express \_\_\_\_\_

# \_\_\_\_\_

Expiry Date \_\_\_\_\_

Name on Card (please print) \_\_\_\_\_

Signature \_\_\_\_\_

**\* EMAIL IS MANDATORY**

**\*\*CHANGE TO CANCELLATION POLICY (visit website for more details)**

Up to and including January 31st - cancellation fee will be charged on each room or suite cancelled subsequent to the initial booking. February 1st and after - all reservations will be automatically charged for the full amount of the stay. Suites will be considered fully pre-paid and non-refundable. **IMPORTANT** - review and make changes before January 31st. Substitutions are permitted.

**\*\*\*ENHANCED SECURITY-all guestroom floors are only accessible with an active Fairmont guestroom key card**

**\*\*\*\* CHECK-IN TIME IS NOW 4:00 pm**