

Location: Toronto, Ontario

Our meeting venue: **Cambridge Suites Toronto**

Hotel address: 15 Richmond Street East, Toronto, ON M5C 1N2 Phone number: (416) 368-1990

<http://www.cambridgesuitestoronto.com>

Schedule

Our meeting will be held in the **Victorian Room**. Breakfast will be available at 7:45 am.

Day 1 (Wednesday)	Breakfast: 7:45 am	Meeting: 8:30 am – 5:30 pm	Dinner on your own
Day 2 (Thursday)	Breakfast: 7:45 am	Meeting: 8:30 am – 5:30 pm	Group Dinner
Day 3 (Friday)	Breakfast: 7:45 am	Meeting: 8:30 am – 4:00 pm	End Session

Lodging

Reservations at Cambridge Suites Toronto can be made directly with a Reservations Agent by calling 1-800-463-1990 or 416-368-1990. We do not have a room block so ask for the best available rate at time of booking. The Deluxe King is offered at \$277/night +taxes.

Transportation

- Suggested airport is Pearson International Airport, which is about 28 km (about 17 miles) from the hotel. Shuttle service is available, but it is not complimentary. Travel by train is available to Union Station, a 10 minute walk from the hotel. Taxi or Uber service is an option.
- Suggested local airport is the City Centre Airport (about 3.5 km or 2 miles) from the hotel. This airport has a complimentary shuttle service.

Meals

Breakfast, lunch and snacks will be provided. **If you have any allergies or dietary restrictions, please let Nicole Oxborrow know by April 1st** so appropriate arrangements can be made. See contact information below.

Dress

The official dress code? Business Casual and Comfortable!

Questions?

We look forward to seeing you in April! In the meantime, if you have questions regarding logistics, please contact **Nicole** at (385) 321-2233 or email: nicole@theleadershipcircle.com. For any other questions contact Elizabeth at elizabeth@theleadershipcircle.com.

