

## Kathy Lawson

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**From:** Doug Brown  
**Sent:** September-19-16 8:50 PM  
**To:** Kathy Lawson  
**Subject:** FW: Must Read Notice: AMO Guestroom Booking Date Moved to Oct 3  
**Attachments:** 2017GRBookingPolicyE.pdf; ~WRD000.jpg

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**From:** AMO Communications [mailto:communicate@amo.on.ca]  
**Sent:** Monday, September 19, 2016 5:07 PM  
**To:** Doug Brown <dbrown@fortfrances.ca>  
**Subject:** Must Read Notice: AMO Guestroom Booking Date Moved to Oct 3

Attention: To those who book for and attend the AMO AGM Annual Conference

Ottawa will be hosting a number of events in 2017 in celebration of Canada's 150th, including the AMO AGM & Annual Conference. As their calendar books up, so do hotel rooms in Ottawa. In order to manage a potential run on hotel rooms, and ensure that our delegates are able to book rooms in Ottawa, AMO is moving up the hotel booking date to **Monday, October 3 at 10 am**.

I encourage you to read the attached guest room booking policy in full prior to making any bookings at either the primary hotel or any of the secondary hotels. Rates, distance from the venue and cancellation policies are outlined both in the policy and on the booking sites of the individual hotels.

To help you plan your stay, note that the conference will be held at the Shaw Convention Centre and the Westin Hotel. It will run from Sunday, August 13 to Wednesday, August 17, with programming on Sunday generally starting after 2:00 pm, concluding on Wednesday before noon.

If you have any questions or concerns about this change or about bookings in general please do not hesitate to contact me, Nav Dhaliwal at [ndhaliwal@amo.on.ca](mailto:ndhaliwal@amo.on.ca), or at 416.971.9856 ext. 330.

Thank you

AMO Events

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