



October 24 – 28, 2016
DWHLI Office 416.426.7229 or 1.866.433.9695

REGISTRATION INFORMATION

Registration will be on a "first come" basis. There is a limit of 100 places in this offering. A reservation will be held for 2 weeks only and payment of a non-refundable \$1,000 deposit per person will save your place at the 2016 Institute.

- You must register at least 2 individuals. These individuals may be a mix of established and emerging leaders or members of different disciplines who work together and want to strengthen their team effectiveness. The opportunity for mutual, as well as individual development will be a key feature of the program.

- The registration fee of \$3,950 (+13% HST) per person will cover all costs (tuition, materials, all meals, and accommodations) from October 24th to 28th.

If early arrival accommodation is required, this can be arranged at an additional cost of \$200 per person which includes room, full dinner and breakfast.

- All sessions, meals and your hotel-quality private accommodations will be at the BMO Institute For Learning in Toronto.
- Institute attendees are expected to live in residence for the Institute.

CANCELLATION FEES

We must make early deposits to the **Institute for Learning** to secure your rooms. Therefore, the following cancellation clauses shall apply (per person):

- If you cancel between 4 and 7 weeks prior to your start date of the 2015 program, the cancellation fee is \$1,500 per person
- If you cancel between 2 and 4 weeks – the cancellation fee is \$2,500 per person
- If you cancel within 2 weeks – no refund applies

INDIVIDUALS CAN BE SUBSTITUTED AT ANY TIME WITHOUT PENALTY

YES please reserve a place for the 2016 Institute!

Organization: _____

Address: _____

Province: _____ Postal Code: _____

Contact Person: _____

Email: _____

Phone: _____

Participants:

1. Name _____

Title/role _____

Phone _____

Specific address if different than above _____

Email _____

☐ Yes, I give my permission to share my contact information with fellow attendees.

2. Name _____

Title/role _____

Phone _____

Specific address if different than above _____

Email _____

☐ Yes, I give my permission to share my contact information with fellow attendees.

Please copy for additional registrants.

Registration fee: \$3,950 + \$513.50 HST = \$4,463.50 per person (HST: 86194-3751)

A non-refundable deposit of \$1,000.00 per person is required to hold your places.

FULL PAYMENT OF YOUR FEES IS REQUIRED TEN WEEKS BEFORE THE PROGRAM BEGINS – BY AUGUST 15TH, 2016

☐ Cheque enclosed, payable to *DWHLI Leadership Institute*

☐ Visa ☐ Master Card ☐ American Express

Cardholder Name _____

Account # _____

Expiry _____ Signature _____

MAIL OR FAX TO: LEADERSHIP INSTITUTE
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