

Information Handout for



Eastern Ontario (Chess) Open **June 10+11, 2006**

Thank you for considering Carleton University for your upcoming event.
We hope that the following information will help you with your decision.

Carleton University Information Handout – 2006 Eastern Ontario (Chess) Open

Accommodation and Rates :

Please refer to Carleton University **Lodging Application**, posted at the same webpage as this doc.

Food Service :

The cafeteria is located on the 3rd floor of the Residence Commons. **Upon entering the cafeteria, the actual playing hall is the reserved wing on the righthand side.** This newly renovated facility, The Fresh Food Company, provides countless options to accommodate all palates! The hot and cold buffet breakfast is included in your accommodation package. **All cafeteria meals are 'unlimited servings'.**

Meal times and prices :

Meal	2006 price (taxes not included)
Breakfast (7:00-8:30am)	\$6.60 (included in Accommodations Package)
Lunch (12:00-1:30pm)	\$8.50
Dinner (6:00-7:30pm)	\$10.10

Guest Services :

Front Desk: Located in the Residence Commons Building, the Front Desk is open 24 hours a day, 7 days a week. The telephone number is 613-520-5609. Our dedicated and knowledgeable desk clerks will provide information about campus facilities and services, directions to meeting sites as well as to local attractions. These service professionals will offer suggestions for local sightseeing tours, restaurants and special events happening in the Nation's Capital. Guests can purchase bus tickets and passes at the Front Desk. It is all the headquarters for Residence Security. At the Front Desk, you can put money on your meal card, which allows you access to a variety of card services on campus including laundry, vending, photocopy machines, the cafeteria and various retail operations, including our campus convenience located in the lobby of the Residence Commons bldg.

Check-in and Check-out:

We request guests arrive after 3 p.m. and check out is 11.00 a.m. Special arrangements through the Conference Office may allow for earlier or later times.

Parking:

Weekly parking passes are available for purchase at the residence reception desk at a cost of \$25.00 or hourly parking costs \$8.00 daily, **but parking is FREE from 10:30 PM Friday to 11:00 AM Monday!** There is limited metered parking available in front of Residence Commons for you to use while you check into residence.

Housekeeping Services: Rooms are supplied with linens, towels, and soap. On a daily basis, all beds are made, fresh towels are given and garbage is removed. Linens are changed and rooms completely cleaned on the morning of the fifth day.

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Banking: Automatic Bank Machines are available in the Residence Commons lobby. There is also a Scotia Bank branch (in addition to the many ATM machines) located on campus to meet any of your banking needs. They are open on weekdays.

Other amenities: Our Campus has a Health Services Clinic, a bookstore, computer store, pharmacy, convenience store, and post office available Monday to Friday during regular business hours.

Messages: Please check the message board at the Front Desk. Emergency messages are taken directly to your room or to the organizer of your group.

Telephones and Data Ports: Telephones are available in each residence room. Each residence phone comes with its own four-digit extension. The residence switchboard can be reached at 613-688-2300. Outside callers are able to reach guests staying at the Tour and Conference Centre by phoning this number provided they have the four-digit extension of the person they are calling. Ethernet activation can be arranged in advance through the Conference office for residence rooms. Pay phones are located on each Residence Floor & in the Lobby.

Internet Usage: Internet access in our internet café or one of our computer lounges is complimentary. Delegates will require a log-in name and password, which will be provided by the Registration desk in Residence Commons.

Laundry Facilities: Self-serve washers and dryers are available in any of our swipe-card activated laundry facilities, 24 hours a day. These cards are the meal cards that you receive upon arrival. Additional cards may be purchased at the Front Desk. Detergent and laundry supplies are available for sale at Abstentions. You can inquire at the Front Desk for irons and ironing boards.

Athletic Facilities: For budget purposes, a weekly pass costs \$15.00 (2005 prices). Usage will depend on the intensity of your conference schedule and available free time. Any specific requirements for the Athletic Facility, Pool, Ice Surface, or gym can be arranged in advance.



<http://www.carleton.ca/cu/campus/>

where:

P6: free parking as of 10:30 PM Friday

CO: cafeteria & the actual playing hall

PH: Prescott House residence rooms