

# I HAVE CALLED *You* BY NAME



GENERAL SYNOD OF THE ANGLICAN CHURCH OF CANADA, JULY 10 TO 16, 2019, VANCOUVER, B.C.

## REGISTRATION INFORMATION PACKAGE

March 4, 2019

Welcome! The forty-second session of the General Synod will be held at the Sheraton Vancouver Wall Centre in Vancouver, British Columbia from July 10-16, 2019. This document contains important information on the following:

- General Synod 2019 website
- Registration details and process
- Youth at Synod program
- Sessional Committee orientation
- General Synod 2019 orientation
- Travel arrangements, including the Travel Expense Policy and Expense Reimbursement Form
- Local ground transportation
- Venue information, including the Accommodation and Meal document
- Program-at-a-Glance
- Meals at General Synod
- Convening Circular
- Observer information

Please read thoroughly **before** registering for General Synod. Registration will open on **Friday, March 8, 2019** and delegates are asked to register before **Wednesday, May 1, 2019**.

If you have any questions after reading, please contact your diocesan office or:

Shannon Cottrell  
Executive Secretary for Governance  
Office of the General Secretary  
Tel. (416) 924-9199 ext. 334  
Email: [gs2019@national.anglican.ca](mailto:gs2019@national.anglican.ca)

## GENERAL SYNOD 2019 WEBSITE

Your go-to website for General Synod 2019 information is [www.anglican.ca/gs2019](http://www.anglican.ca/gs2019).

The website will be updated as more information becomes available for the meeting, and delegates will be advised by email when material is posted.

## REGISTRATION PROCESS

### Steps:

#### 1. Review the Notice of Meeting

The Notice of Meeting is available on the General Synod website.

#### 2. Review the Travel Expense Policy and Accommodation and Meal Plan Information

To ensure clarity around responsibility for costs, it is important you read the following documents **before** arranging for travel and accommodation:

- Travel Expense Policy and Reimbursement Form for qualified persons
- Accommodation and Meal Plan information.

These items are available on the General Synod website and are included at the end of this document for your convenience.

#### 3. Accommodation and Travel

The Office of the General Secretary will authorize accommodation at the Sheraton Vancouver Wall Centre up to one night before and one night after General Synod, if travel arrangements make it necessary. Payment of any accommodation outside of those parameters will be the responsibility of the delegate.

Please refer to the Accommodation and Meal information at the end of this document for additional information.

#### 4. Book Travel

Once you have read the policies, please make travel arrangements. As noted in the Travel Information section, delegate travel to and from General Synod can **only** be made through **UNIGLOBE The Premiere Travel Group** (UNIGLOBE).

Please note: **travel must be booked before registering** so that your arrival and departure information can be included on the online registration form. This information informs the local ground transportation schedule.

## 5. Register online for General Synod

Once travel arrangements are in place, registration can be completed online at [www.anglican.ca/gs2019registration](http://www.anglican.ca/gs2019registration).

## 6. Other information

All information for General Synod will be posted on the website. Delegates will be notified by email when new documents are available for viewing and downloading.

If you have any questions or require additional information about registration, please contact:

Shannon Cottrell  
Executive Secretary for Governance  
Office of the General Secretary  
Tel. (416) 924-9199 ext. 334  
Email: [gs2019@national.anglican.ca](mailto:gs2019@national.anglican.ca)

<p><b>YOUTH AT SYNOD</b> <b>July 9 – 10, 2019</b></p>
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**Travel Day:** Monday, July 8

**Meeting Dates:**

Tuesday, July 9 (9:00 AM – 9:00 PM)

Wednesday, July 10 (9:00 AM – 4:00 PM)

**Location:** Port Alberni (North Tower, Fourth Floor)

Youth delegates will gather prior to the meeting of General Synod to meet other youth delegates, to build community, and to gain a deeper understanding of synod procedures with their peers.

Details about the Youth at Synod program will be available closer to the meeting. If you have any questions, please contact:

Sheilagh McGlynn  
Animator for Youth Ministries  
Faith, Worship, and Ministry  
Tel. (416) 924-9199 ext. 287  
Email: [smcglynn@national.anglican.ca](mailto:smcglynn@national.anglican.ca)

**SESSIONAL COMMITTEE ORIENTATION**  
**July 10, 2019**

**Travel Day:** Tuesday, July 9

**Meeting Date:**

Wednesday, July 10 (9:00 AM – 4:00 PM)

**Location:** TBD (North Tower)

Delegates who have been asked to serve on Sessional Committees will gather prior to the meeting of General Synod for an orientation to their work. Additional information about the Sessional Committee Orientation will be available closer to the meeting. If you have any questions, please contact:

Shannon Cottrell  
Executive Secretary for Governance  
Office of the General Secretary  
Tel. (416) 924-9199 ext. 334  
Email: [gs2019@national.anglican.ca](mailto:gs2019@national.anglican.ca)

**GENERAL SYNOD 2019 ORIENTATION**  
**July 10, 2019**

**Meeting Date:**

Wednesday, July 10 (4:30 PM to 5:00 PM)

**Location:** Grand Ballroom (North Tower)

An orientation session for delegates will take place prior to the start of the meeting of General Synod to familiarize delegates with the venue, the agenda, the technology in place to facilitate a paperless General Synod, voting procedures, and more. Though the orientation is especially important for first-time delegates, we encourage all delegates to attend! Please take this into consideration when booking your travel.

**TRAVEL ARRANGEMENTS**

General Synod is responsible for the cost of delegate travel to General Synod. Please read the guidelines below, along with the Travel Expense Policy included at the end of this document.

## Travel Guidelines

1. **Travel by Air or VIA Rail:** It is important for **delegates** to note that General Synod will pay **ONLY** for air and train travel booked through **UNIGLOBE The Premiere Travel Group (UNIGLOBE)**. Delegates will be responsible for travel costs if booked independently. Note: Some restrictions apply to train travel. Please refer to the Travel Expense Policy.
2. **Travel by Bus or Car:** To ensure clarity around responsibility for costs, please read the Travel Expense Policy.
3. **Travel Dates: General Synod begins on Wednesday, July 10 with orientation from 4:30 PM to 5:30 PM and is followed by dinner, worship at Christ Church Cathedral, and a reception hosted by the Diocese of New Westminster at the cathedral.** For the majority of delegates, travel to Vancouver is Wednesday, July 10. As noted earlier, youth delegates should plan to arrive on Monday, July 8 and Sessional Committee members on Tuesday, July 9.

General Synod will conclude with the closing banquet, hosted by the Diocese of New Westminster, on Tuesday, July 16. Return travel should be scheduled for Wednesday, July 17.

4. **Making Travel Arrangements with UNIGLOBE The Premiere Travel Group:** Please contact UNIGLOBE by email. To facilitate arrangements and carefully manage costs, the following agreement has been made with UNIGLOBE:
  - West Jet is the carrier of choice due to its flexibility in managing bookings.
  - General Synod will pay for one checked bag, if required. This service will be carried out by UNIGLOBE. Additional baggage will be at the expense of the delegate.
  - “Add-on” travel can be arranged when requested. General Synod will be advised of the cost over-and-above that which is General Synod’s responsibility and will invoice the traveller for the additional cost.
  - Guest/spouse travel can be arranged and the traveller will be charged at time of booking. Please note group travel rates will be extended to guests/spouses.

Please be advised that **the name of the traveller as it appears on the government issued photo identification that will be used for check-in** must be provided to UNIGLOBE. For example, if a driver’s licence is used and the name is Mr. John Andrew Doe – you must provide precisely this name and not Mr. John Doe or Mr. J. Andrew Doe. Boarding may be denied if the name on your ticket does not **exactly** match the name on your identification. Any costs for name changes are the responsibility of the traveller.

Airlines issue electronic tickets. These tickets will be issued by UNIGLOBE and emailed or faxed to you. If you do not have email or fax, a photocopy of the ticket

will be mailed to you. In this case, please provide UNIGLOBE with your full mailing address at the time you send in your request.

To book travel, contact UNIGLOBE (**email preferred:** [synod@premieregroup.com](mailto:synod@premieregroup.com)) and provide the following information:

- Last Name (as on Government Issued Photo ID)
- First Name(as on Government Issued Photo ID)
- Middle Name(as on Government Issued Photo ID)
- Title - (Mr./Ms./Mrs.)
- Dates and Preferred TIMES of Travel:
  - Outbound
  - Inbound
- Airport travelling from
- Frequent Flyer Number
- Seat Preference (e.g. aisle, window)
- Email address, or full mailing address if you do not have access to email
- Phone Number
- Special needs, if any

The travel agents booking delegate travel are:

**Brinda G. Banerjea, CTC**

Senior Corporate Travel Consultant

**UNIGLOBE The Premiere Travel Group**

34 Britain St., Toronto, ON M5A 1R6

Tel.: (416) 216-0113 ext. 4113 or 1-800-267-9372 ext. 4113

Fax: (416) 363-2205

**[synod@premieregroup.com](mailto:synod@premieregroup.com)**

**Joelle Grenier**

Corporate Travel Consultant

**UNIGLOBE The Premiere Travel Group**

Tel.: (613)231-1038 or (416)363-7491 ext. 1038, or 1-800-267-9372 ext. 1038

**[joelle@uniglobepremiere.com](mailto:joelle@uniglobepremiere.com)**

**LOCAL GROUND TRANSPORTATION**

**July 10 & 17, 2019**

**Arrivals Date:** Wednesday, July 10 – Vancouver International Airport and Pacific Central Station to Sheraton Vancouver Wall Centre

**Departures Date:** Wednesday, July 17 – Sheraton Vancouver Wall Centre to Vancouver International Airport and Pacific Central Station

The Local Arrangements Committee for the Diocese of New Westminster is coordinating local ground transportation for arrivals and departures on the dates and from the locations noted above. Transportation will be provided for those who indicate on their registration form that pick-up is required.

Arrangements will be made for youth delegates and Sessional Committee members who are arriving earlier. All other delegates staying at alternate locations or travelling prior to Wednesday, July 10 or after Wednesday, July 17 are responsible for their own local ground transportation.

The local ground transportation schedule will be posted on the General Synod website two weeks prior to the start of General Synod (the week of June 24).

### **A Note on Arrivals**

Upon arrival at the Vancouver International Airport and Pacific Central Station, Local Arrangements Committee volunteers and staff from the contracted bus company will be at the arrivals area at both locations. Hand-held signs will identify those volunteers.

If your flight or train is delayed, staff from the contracted bus company will be monitoring arrival times and will be expecting you. A HELP number will be included with the ground transportation schedule.

### **A Note on Departures**

The Local Arrangements Committee volunteers and staff from the contracted bus company will meet you in designated area(s) for pick-up at the hotel. For delegates departing outside the time frame on Wednesday, July 17, transportation will be the responsibility of the delegate. This expense will not be admissible on the Travel Expense Form.

Departure information will be posted on the General Synod website and at the General Synod Information Desk in the **Grand Ballroom Foyer**.

<b>VENUES</b>
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#### **Sheraton Vancouver Wall Centre**

1088 Burrard Street  
Vancouver, BC V6Z 2R9

#### **Christ Church Cathedral**

690 Burrard Street  
Vancouver, BC V6C 2L1

## **Sheraton Vancouver Wall Centre**

The majority of General Synod activities are conveniently located in the Sheraton Vancouver Wall Centre. This includes accommodation, all plenary sessions, some worship, most meals, and some hospitality. All offsite activities and meals will be indicated on the agenda.

**Wi-Fi:** Wi-Fi in both the guestrooms and meeting space is included in our conference package. The access code will be provided when you arrive at General Synod.

**Parking:** For those driving to General Synod, parking is available underground at the hotel at a rate of \$5.00 hourly or \$30.00 daily, plus applicable taxes, per car, per day.

**No Smoking:** In accordance with City by-law, all indoor spaces, and outdoor spaces within a nine-metre (30 feet) perimeter of Sheraton Vancouver Wall Centre are **NON-SMOKING**.

For more information on the hotel's location, features, and amenities, please visit: [www.marriott.com/hotels/travel/yvrws-sheraton-vancouver-wall-centre](http://www.marriott.com/hotels/travel/yvrws-sheraton-vancouver-wall-centre).

## **Christ Church Cathedral**

The opening and closing worship services, the opening reception hosted by the Diocese of New Westminster, the Primatial Election, and lunch on the day of the election will take place at Christ Church Cathedral, a short distance from the hotel. For more information on Christ Church Cathedral, please visit: [thecathedral.ca](http://thecathedral.ca).

## **Vancouver Convention Centre**

The closing banquet hosted by the Diocese of New Westminster will take place at the Vancouver Convention Centre.

<p style="text-align: center;"><b>PROGRAM-AT-A-GLANCE</b> <b>July 10 – 16, 2019</b></p>
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The Program-at-a-Glance for General Synod 2019 will be available on the website in late March, providing a quick overall view of the meeting and events. A detailed agenda will be available at a later date.

In the meantime, please note the following meeting details:

**Delegate Check-in:** Registration must be completed using the online registration form. On-site, delegates will check-in at the registration desk that is situated in the north tower's main lobby. It will be open from 12:00 PM to 7:00 PM on Wednesday, July 10.



At check-in, delegates will receive packages, which include a colour-coded lanyard with nametag and meal plan identification, vote recorder/“clicker”, and other items. Please note your lanyard provides access to the floor of General Synod, events, and meals, and **must** be worn at all times. Please plan to arrive early to check-in before orientation or dinner on Wednesday, July 10.

On Thursday, July 11, check-in will move to the General Synod Information Desk located in the **Grand Ballroom Foyer**. It will be open throughout synod.

**Plenary Sessions:** All General Synod plenary sessions will take place in the Grand Ballroom.

**Opening Worship and Reception (Wednesday, July 10):** The opening worship service will take place at 7:30 PM at Christ Church Cathedral. A reception hosted by the Diocese of New Westminster will follow.

**Start of Business:** The first business session of General Synod will take place on Thursday, July 11 at 9:15 AM following morning prayer and bible study at 8:30 AM.

**Optional Morning Eucharist at Christ Church Cathedral:** Delegates are welcome to celebrate morning Eucharist at Christ Church Cathedral before the start of each day on the Thursday, Friday, Monday, and Tuesday. For times, please see the Program-at-a-Glance when available.

**Primal Election (Saturday, July 13):** The Primal Election, which begins with a Celebration of Holy Communion, will take place during the day at Christ Church Cathedral. The cathedral is a short walk from the hotel. However, travel arrangements will be made for those who indicate on their online registration form that they have limited mobility or use a mobility device.

**Parish Visits (Sunday, July 14):** Delegates will participate in Parish Visits to local churches for morning worship. Transportation and lunch are provided. Information on which churches delegates are attending and transportation details will be included in the registration package received on-site.

**Closing Worship and Installation (Tuesday, July 16):** The closing worship service and installation of the new Primate will take place at 5:00 PM at Christ Church Cathedral.

**Closing Banquet (Tuesday, July 16):** Following the closing worship service, the closing banquet hosted by the Diocese of New Westminster will take place at the Vancouver Convention Centre; a short walk from the cathedral. Delegates will have the option of walking or taking transportation arranged by the Local Arrangements Committee.

Further information on these events and other meeting details will be included in the Convening Circular. See the Convening Circular section for more information.

## MEALS

### Meal Plan

Twelve meals are included in the delegate meal plan. Lunches and dinners are provided. Breakfasts are on your own and General Synod will reimburse delegates up to \$15.00 per day when expense forms are submitted. Note: receipts are required. For more information, please see the Accommodation and Meal Plan document and the Travel Expense Policy.

### Meal Times & Locations

The majority of the meals will be located in the Pavilion Ballroom at the Sheraton Vancouver Wall Centre. Meal times are as follows:

#### Lunch:

Thursday and Friday	Pavilion Ballroom	12:00 PM – 1:30 PM
Saturday	Christ Church Cathedral	TBA
Sunday	During Parish Visits	TBA
Monday and Tuesday	Pavilion Ballroom	12:00 PM – 1:30 PM

#### Dinner:

Wednesday to Saturday	Pavilion Ballroom	5:30 PM – 7:00 PM
Sunday (Reception & Dinner)	Pavilion Ballroom	5:00 PM – 8:00 PM
Monday	Pavilion Ballroom	5:30 PM – 7:00 PM
Tuesday (Closing Banquet)	Vancouver Convention Centre	7:00 PM – 9:00 PM

## CONVENING CIRCULAR

In accordance with Section 1.4 b) of the Constitution of the General Synod\*, the Convening Circular, which contains meeting documents (notices of motion, petitions, memorials and reports) and information for delegates, will be posted on the General Synod website on or before **June 1, 2019**.

To access the Convening Circular and meeting material while at General Synod, delegates will require a tablet or laptop. Charging stations will be available.

Alternate arrangements will be made for delegates who indicate on their online registration form that they are not able to access meeting material online and require accommodation to facilitate their full participation.

\*For more information on the Constitution of the General Synod, please see the *Handbook of the General Synod of The Anglican Church of Canada* (18th Edition, Published 2016) at [www.anglican.ca/handbook](http://www.anglican.ca/handbook).

## OBSERVERS

All observers to General Synod **should register in advance**. To register, please visit the following website: [www.anglican.ca/gs2019registration](http://www.anglican.ca/gs2019registration). Please keep a copy of your registration form for your records.

Late registration will be available throughout the meeting and will be located at the General Synod Information Desk in the **Grand Ballroom Foyer**.

Please note that registration is required in order to access the Observers Gallery in the plenary hall (Grand Ballroom).

Observers will have the opportunity to purchase a meal plan for \$840.00 per person (inclusive of taxes and gratuities). Meals begin with dinner on Wednesday, July 10 and include most lunches and all dinners, concluding with the host diocese's closing banquet on Tuesday, July 16. Lunch on Saturday, July 13 will be at Christ Church Cathedral where the Primatial Election is taking place. Not included in the meal plan are all breakfasts and lunch on Sunday, July 14 when delegates are off-site. Payment is required at the time of registration by credit card (via PayPal). Alternatively, there are dining options in the hotel and surrounding area.

Observers are welcome to use the booking service of **UNIGLOBE The Premiere Travel Group** (UNIGLOBE), but are responsible for paying their own travel expenses including service fees, and for meals, and accommodation.

## PRIVACY

The Anglican Church of Canada is committed to protecting the privacy of your personal information. The information gathered on the online registration form will be used solely to support your participation in the General Synod of The Anglican Church of Canada and will not be shared with any third party without your consent.

## QUESTIONS?

If you have any questions after reading, throughout the registration process, or as you prepare for General Synod, please contact your diocesan office or:

Shannon Cottrell  
Executive Secretary for Governance  
Office of the General Secretary  
Tel. (416) 924-9199 ext. 334  
Email: [gs2019@national.anglican.ca](mailto:gs2019@national.anglican.ca)

See you in Vancouver!

## GENERAL SYNOD 2019 - TRAVEL EXPENSE POLICY FOR QUALIFIED PERSONS

Travel expenses as defined below apply to delegates and invited partners of General Synod (“*qualified persons*”). General Synod is not responsible for travel expenses of other persons accompanying a qualified person.

All **air** and **train** travel must be booked through **UNIGLOBE The Premiere Travel Group** (UNIGLOBE). Please contact Brinda Banerjea directly: by email at [synod@premieregroup.com](mailto:synod@premieregroup.com); or, by calling toll-free at 1-800-267-9372 ext. 4113 or directly at 416-216-0113. In her absence, contact Joelle Grenier at (416)363-7491 ext. 1038, or 1-800-267-9372 ext. 1038.

1. Travel booked with UNIGLOBE will be paid directly by General Synod and is not to be included on the Travel Expense Form. Travel by **bus** may be booked independently subject to the restrictions below.

*There are some restrictions on train and bus travel.* General Synod will pay the lesser of train, bus, or economy airfare. For example, should train fare be higher than economy airfare, delegates will be advised of the difference in cost by UNIGLOBE and, should travel by train be chosen, delegates will be invoiced by General Synod for the cost difference. Bus travel is to be booked directly by delegates and if the cost is higher than economy airfare, delegates will be reimbursed for the equivalent of economy airfare.

*Qualified persons, who are driving, see Sections 2, 3, and 4 below.*

2. Qualified persons within a reasonable driving distance who drive to Vancouver, BC, will be reimbursed a mileage allowance at the rate of .40¢ per km. Mileage allowance is reimbursed only to the driver; meals en route will be reimbursed for the driver and passengers who are qualified persons (also see Section 3). Carpooling is encouraged.

Other qualified persons, who prefer to drive, will receive the lesser of economy airfare (as determined by UNIGLOBE) or the mileage rate of .40¢ per km.

Parking fees along the route will **not** be reimbursed by the General Synod.

3. The General Synod will pay travel expenses for one return trip to Vancouver. It will not pay travel expenses for clergy or others traveling to their parishes or homes during the General Synod.
4. Amounts indicated here for meals are suggested maximums and **apply only** when extended travel time, or the timing of connecting flights necessitates. (B=\$10.00; L=\$15.00; D=\$20.00). The daily maximum is \$45.00. General Synod will not accept charges for alcohol.

5. Breakfasts are not part of the meal plan during the meeting. General Synod will reimburse a maximum of \$15.00 per day for July 11 to July 16.
6. Travel health insurance is not reimbursed by General Synod; however, it is recommended that you review your province's policies regarding out-of-province medical coverage.
7. **Receipts must be provided for ALL expenses other than mileage allowance, and are due by July 31, 2019.**

**Please read the Travel Expense Policy *before* completing this form. Some limitations apply.**

I certify that I am a member or an authorized partner/guest of General Synod entitled to reimbursement, and that I have incurred the following travel expenses:

**My expenses to attend the above meeting are:**

	Total Cost	Finance Use Only	
		Federal Rebate	Provincial Rebate
By car _____ km @ .40/km [Sections 2,3,4]	\$		
Bus/Airport Taxi, etc.	\$		
Meals en route (up to \$45 per day)	\$		
Breakfasts at General Synod (up to \$15 per day)	\$		
Hotel (Economy)	\$		
Other	\$		
<b>Total Expenses</b>	\$		

**DONATION:** If you wish to make a donation to the **General Synod** for any or all of your expenses, please attach a personal cheque for the amount of your donation. A donation receipt will be issued for this amount.

**Name:** \_\_\_\_\_  
[please print clearly]

**Address:**  
\_\_\_\_\_  
\_\_\_\_\_

**Member of General Synod from the Diocese of:** \_\_\_\_\_

**Partner or authorized guest. Specify:** \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Make cheque payable to me  - OR - Make cheque payable to the Diocese

Please complete this form, attach the required receipts, and deposit it in the designated box, located at the General Synod Information Desk in the Plenary Hall; alternatively, mail to: Shannon Cottrell, Executive Secretary for Governance, Office of the General Secretary, The Anglican Church of Canada, 80 Hayden Street, Toronto, ON M4Y 3G2; OR email scottrell@national.anglican.ca with legible electronic receipts. *Thank you!*

Should further information/clarification be required, contact Shannon Cottrell in the Office of the General Secretary at (416) 924-9199 ext. 334 or scottrell@national.anglican.ca.

*For office use only:*

Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Cheque #: \_\_\_\_\_

**Expenses Due By July 31, 2019**

## **GENERAL SYNOD 2019 – ACCOMMODATION AND MEAL PLAN INFORMATION**

The forty-second session of the General Synod, hosted by the Diocese of New Westminster, will take place at the **Sheraton Vancouver Wall Centre**. Please refer to the details below for more information on the accommodation, meeting space, ground transportation, and meal plan.

### **Accommodation**

Accommodation is located in both the north and south towers of the hotel. A limited number of accessible guestrooms are available. If needing an accessible room, please indicate so when registering online.

The Sheraton Vancouver Wall Centre's conference rate is \$229.00 per night plus tax, and is included in the budget of General Synod.

All amenities are equally available to guests.

For more information on the hotel's location, features, and amenities, please visit:

[www.marriott.com/hotels/travel/yvrws-sheraton-vancouver-wall-centre](http://www.marriott.com/hotels/travel/yvrws-sheraton-vancouver-wall-centre).

### **Meeting Space**

Meeting space is located in the north tower, along with the dining and display areas.

Some worship services, the primatial election, and lunch on the day of the election will take place at Christ Church Cathedral, a short distance from the hotel. Any activities and meals off-site will be indicated on the agenda.

### **Ground Transportation**

For those delegates and invited guests arriving on Wednesday, July 10, JPdL Destination Management Services will provide ground transportation from the Vancouver International Airport and the Pacific Central Station to the Sheraton Vancouver Wall Centre. On Wednesday, July 17, ground transportation will be provided from the Sheraton Vancouver Wall Centre to the Vancouver International Airport and the Pacific Central Station. Further information will be provided to registrants closer to the meeting.

### **Meal Plan**

The meal plan is included in the budget of General Synod. It begins with dinner on Wednesday, July 10 and includes all lunches and dinners, concluding with the host diocese's closing banquet on Tuesday, July 16. **Breakfasts are on your own and General Synod will reimburse delegates up to \$15.00 per day when expense forms are submitted.** See the

Travel Expense Policy and Expense Reimbursement Form for more information. For breakfast, a variety of options are located in both the hotel and surrounding area.

Meal plans can be purchased for \$840.00 per person (including taxes and gratuities) for persons other than delegates, invited partners, invited guests, and staff and must be paid for at time of registration by credit card (via Pay Pal). If available, additional banquet tickets can also be purchased.

Meal plans and banquet tickets purchased on-site at General Synod must be paid for by cheque at time of purchase. Please visit the General Synod Office on-site for more information.

### **Wi-Fi and Parking**

Wi-Fi in both the guestrooms and meeting space is included in our conference package.

Parking is available underground at the hotel at a rate of \$5.00 hourly or \$30.00 daily, plus applicable taxes, per car, per day.