



**2011 Summer Institute
“Courage and Public Policies”
Whistler (BC), May 16-20, 2011**

Logistic Details and Important Addresses

Start and End of the Institute

Arrival: Sunday, May 15, 2011 (PM) – 2011 Scholars only
Monday, May 16, 2011 – all participants

The introduction seminar for new 2011 Scholars will be held from 9 a.m. to 5 p.m. on Monday, May 16. We will start with registration in the late afternoon, followed by an opening dinner.

The Institute program for all participants will start on Tuesday morning, May 17, at 8:30 a.m. and will end on Thursday afternoon May 19, at 3:30 p.m. Please note that a workshop organized by the Trudeau Society will follow the official program.

Departure: Friday, May 20, 2011 (AM)

Transportation

We suggest using Pacific Coach Lines, the bus leaves approximately every two hours from Vancouver Airport or Vancouver Downtown (www.pacificcoach.com; 1-800-661-1725; 604-662-7575) the costs of one way trip is \$63.00.

Please let us know if you would like to be part of the group we might get a reduction of 15% if enough people choose this option.

Meetings

All meeting sessions (if not otherwise indicated) will take place at the The Hilton Whistler Resort & Spa
Hilton Whistler Resort & Spa
4050 Whistler Way
Whistler, British Columbia V0N 1B4
Tel: 604-932-1982; Toll-free: 1.800.515.4050; Fax: 604-966-5093
Website: www.hiltonwhistler.com

Accommodations

For Trudeau community members (Fellows/Mentors/Scholars): Please make your own reservation on internet or by phone.

<http://www.hilton.com/en/hi/groups/personalized/Y/YWSVRHF-PET-20110515/index.jhtml>
or 1-800-515-4050

Groupe Fondation Trudeau Foundation Group
Hilton Hotel Whistler; 4050 Whistler Way; Whistler, BC V0N 1B4; 604-932-1982
www.hiltonwhistler.com/whistler-village-hotels/index.php

For invited speakers: the Foundation will make your hotel reservation and will send you the confirmation numbers. Please let us know your travel dates.

Reimbursement of Travel Expenses

For Trudeau community members (Fellows/Mentors/Scholars): Please use your Annual Travel Allowance and proceed in the usual way.

For invited speakers: Please refer as well to the Travel Policy for Guests. As mentioned in the invitation letter, the Trudeau Foundation provides reimbursement for all reasonable travel expenses. However, in order to reimburse your expenses, we need the following documents:

- **all** original boarding passes (**MANDATORY** in all cases, also if the Foundation already paid for the train or flight ticket);
- a printed copy of your e-ticket (in the case of an online reservation) that confirms all ticket prices and the method of payment;
- all other original receipts, for expenses such as cabs;
- a short description of other expenses.

Please note that a credit card slip is not sufficient. We require a receipt with a listing of the articles bought or consumed. Please send all documents immediately after the Summer Institute and **prior to June 15, 2011**.

Institute Costs

For Trudeau Foundation members: The costs for the meals will be deducted directly from your Annual Travel Allowance. The Foundation will inform you of the final amount prior to processing this deduction. For meals and other costs: please budget approximately \$320 for the entire Institute.

For cancellations after May 1st, 2011: fees might apply.

Useful Contacts

Whistler Taxi

604-932-3333 or 604-938-3333

1-800-203-5322

<http://www.whistlertaxi.com>

Whistler Resort Cabs

604-938-1515

<http://www.resortcabs.com>

Tourism Whistler

604-932-3928

1-888-869-2777

<http://www.whistler.com>

Contact Address

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514-465-7233 (Blackberry) or 514-938-0001, #227 (Foundation, Montreal)