

2009 Tamil Conference

TRINITY COLLEGE

MAY 21- 24, 2009

Daily rate: **\$43.25**

Weekly rate: **\$151.50**

ROOM DETAILS

Trinity College Summer Residence rooms are located at 44 Devonshire Place in St. Hilda's College. We have dormitory style bedrooms with one single bed, bureau, closet, desk with chair, bookcase and easy chair. Floors are designated male/female. Shared washrooms and kitchens are located on each floor. Dishes, pots, pans, etc. are not provided.

TERMS AND CONDITIONS

All accounts must be paid in advance. 5% PST and 5% GST is charged on all rates.

DEPOSIT

All guests must provide a credit card to secure their application. A **non-refundable** deposit equal to the first week's rent is due with the application. The credit card number will be held on file should there be any damage found after your departure. Applications received without a valid credit card and the required deposits will not be processed.

PAYMENT OPTIONS

All payments must be directed to the Reservations Office, located on the main floor, in Trinity College at 6 Hoskin Avenue. Trinity College accepts Cash, Debit Card, Visa, MasterCard or American Express.

CONTACT INFORMATION

During the summer your College contact is the Summer Residence Clerk (SRC), located in the **Reservations Office**, Main Hall, Trinity College. If you have any questions or concerns, please call the SRC at 416-978-8680, send an email to bookings@trinity.utoronto.ca, or drop by.

INFORMATION & RULES FOR SUMMER RESIDENTS

All summer residents and guests are expected to show respect for their fellow residents and College property. Many summer residents are students taking summer courses. The College reserves the right to terminate the summer residency **immediately** for failure to adhere to the rules outlined below, non-payment of summer residence fees and/or persistent disruptive behavior.

ADDRESS AND MAIL

➤ St.Hilda's College, 44 Devonshire Place, Toronto, Ontario, M5S 2E2.

Mail will be placed in the assigned mail box at the Portress' Lodge
Outgoing mail may be left at either Lodge.

ALCOHOLIC BEVERAGES

The College expects its residents to exercise discretion in the use of alcoholic beverages.

ARRIVAL

Please register in the Porter's Lodge at St. Hilda's Residence (located at the main entrance), give your complete home address, and obtain your security access and room key from the Portress/Porter on duty. In case of lost keys a \$45.00 fee will be charged to credit card provided.

CHECK-OUT TIME

Checkout is 11:00 am on the date of Departure.

DELIVERIES

Deliveries will not be accepted at the Porter's Lodge unless instructions and money (if C.O.D.) have been left with the Porter or Portress. It is vital that you inform the Lodge if you are expecting a parcel and what name it will be arriving under.

DAMAGE

Residents are individually responsible for the care and proper use of all College property, including the furniture in their rooms. If the room is not fully furnished on arrival, it should be brought to the attention of the Summer Residence Clerk immediately. The college reserves the right to charge the occupants for any damage or missing furniture. This will be automatically charged to your credit card we are holding on file.

ELECTRICAL APPLIANCES

The electrical system at the College is not designed to support the extensive use of appliances in the rooms. Excessive use may result in power interruptions. The College reserves the right to ask residents to disconnect the appliances. AC units are not permitted.

FIRE SAFETY

Check your area for fire exits. Always respond to the fire alarm by leaving the building. If you discover a fire, pull the alarm and immediately leave the building. Tampering with fire equipment is a criminal offense and will result in your immediate expulsion from the residence.

HOUSEKEEPING

Rooms are cleaned once a week.

LAUNDRY FACILITIES

Card operated washers and dryers are located in the basement of St.Hilda's College and Trinity College. Cards can be obtained from each of the Lodges for a \$10.00 deposit, refunded upon the return of the card in good condition. Any balance remaining on the card is forfeit so use as much as you can. You can add value to the card when you use cash-to-card located in the Porter's Lodge.

NOISE

Many residents have heavy academic commitments during the summer session. Summer residents and guests must keep noise within reasonable bounds. If you receive a noise complaint, please act promptly on it. If you are disrupted by noise in the building, go in person to the source and request reasonable quiet. If this approach does not achieve satisfactory results, report the problem to the Summer Residence Clerk or the Porter/Portress in the Lodge, who will contact the College's security.

NON-SMOKING POLICY

The College residences are completely non-smoking. Smoking is not permitted anywhere in St. Hilda's or Trinity.

OCCUPANCY OF ROOMS

A single room may be occupied only by the person (or a double room by the two persons) to whom it is rented. No summer resident shall occupy a room or change rooms without written permission from the SRC. The College reserves the right to levy a fee of \$42.00 to change rooms, after a room has been assigned and occupied. **The College does not have accommodation for couples or for children under the age of 16 years.**

PARKING

The **COLLEGE DOES NOT PROVIDE PARKING SPACE TO SUMMER RESIDENTS.** Please contact University of Toronto Parking Services (416) 978-7275 for further information.

REPAIRS

Trinity College reserves the right to undertake repairs and minor renovations in resident rooms over the summer. If you are affected you will be notified in writing and, if necessary, given another room to use temporarily.

SECURITY

At both St.Hilda's and Trinity, the Lodge is open 24 hours a day and there are **security patrols** throughout the College property all night.

At **St.Hilda's College**, each summer resident receives a security access key, which opens the front doors, the interior security doors and the laundry room. The front doors are normally locked between 7:00 p.m. and 8:00 a.m. from Monday through Friday and all day Saturday, Sunday and holidays. Interior security doors are to be locked at all times.

At **Trinity College**, each summer resident receives a security access key, which opens the exterior doors and the laundry room. The exterior doors are locked between 10:00 p.m. and 7:00 a.m. from Monday through Friday and all day Saturday, Sunday and holidays. The gates at Henderson Tower (to Philosopher's Walk) and Ashley's Alley (to the backfield) will be locked between 6:00 p.m. and 7:00 a.m. from Monday through Friday and all day Saturday, Sunday and Holidays. After hours public access to the College is through the Night Entrance beside the front door.

TELEPHONE

All rooms have telephones with local service. The main switchboard (416-978-2522 Trinity and 416-978-3562 St. Hilda's) prompts callers to enter the extension number for each room. You will be provided with your extension number when you check in.

THEFT

Residents are warned of the danger of theft. **PLEASE LOCK YOUR ROOM DURING EVERY ABSENCE, HOWEVER BRIEF.** The College accepts no responsibility for losses resulting from theft.

PETS

Because of the past problems with allergies and vermin, no cats, dogs or other large pets may be kept in residence rooms except service dogs for students with disabilities. Quiet caged animals such as rabbits, guinea pigs, and those in aquariums are acceptable.

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TRINITY COLLEGE

Date _____ Sex _____

LAST NAME _____ GIVEN NAME _____

ADDRESS _____

CITY _____ PROVINCE _____ POSTAL CODE _____

PHONE _____ EMAIL ADDRESS _____

Expected date of **Arrival:** _____ **Departure:** _____

Deposit

A credit card is required to secure and process your application. A non-refundable deposit equal to one week's rent is due with the application. Visa, MasterCard, American Express are accepted.

The card number will be kept on file and will be processed if furniture is missing or damages to your room are found upon your departure. In case of lost keys \$45.00 fee will also be charged to credit card provided. Thereafter the credit card information will be destroyed.

Payment

Guests who are renting rooms for more than a week are expected to make a payment for the remainder of their stay no later than 3 days after the arrival.

TRINITY COLLEGE DISCLAIMS ALL RESPONSIBILITY FOR LOSS OR DAMAGE TO PERSONAL PROPERTY. I HEREBY ACKNOWLEDGE THAT I HAVE READ THE "INFORMATION & RULES FOR SUMMER RESIDENTS" DOCUMENT AND AGREE TO ABIDE BY THE RULES CONTAINED THEREIN:

DATE _____ SIGNATURE _____

Please complete information below:

Name (as it appears on credit card)

Visa/ MasterCard/ American Express # _____ **Expiry Date** _____

Amount _____

Receipt # _____

DATE _____

SIGNATURE _____