

The 2012 annual conference of CAURA will be held in Charlottetown, May 6 – 9, 2012 at the Delta Prince Edward. The Preliminary Program and the on-line registration form will be available by the first week of February. Meanwhile, here is some information on the 2012 Annual General Meeting.



Early Registration Policy for CAURA National Conference

The early bird registration deadline is March 15 of the conference year. The early registration conference fee is discounted by \$100 from the regular fee. All registrations must be submitted via the CAURA on-line registration form by 11:59 EST, March 15, 2012.

For the 2012 conference **the fees are:**

✧ Early Bird - Member	\$495	✧ Regular - Member	\$595
✧ Early Bird – Non member	\$600	✧ Regular – Non member	\$700

The Prince Edward Island taxes (GST 5% + PST 10% which is applied after the GST has been added) will be applied for the registration fee.

Workshop Fees

Workshops presented on Sunday are offered to all. Please refer to the chart below for the Member and Non member fees.

3 hour workshop

✧ Member	\$75	✧ Non member	\$200
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4 hour and more

✧ Member	\$150	✧ Non member	\$275
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The Prince Edward Island taxes (GST 5% + PST 10% which is applied after the GST has been added) will be applied for the workshop fee.

Membership to CAURA is \$100 per year plus, starting in 2012, Ontario Harmonized Sales Tax for a total of \$113.

Cancellation Policy

In order to obtain a refund, the cancellation deadline for registration for the CAURA National Conference is April 13, 2012. A \$50 cancellation fee will be applicable to all cancellations. Notifications of cancellation must be received by email at caura-acaru@jpd.com or by fax at 418-692-5587 on April 13, 2012 at the latest to receive a refund.

No refunds will be issued for cancellation requests received after April 13, 2012. If you are unable to attend, you may substitute someone in your place. All substitutions must be received in writing and sent prior to the conference at caura-acaru@jpd.com or 418-692-5587.

Refunds will be processed after the conference.



The conference will be held in Charlottetown at the **Delta Prince Edward**.

This year CAURA has reserved for the delegates a room block at the Delta Prince Edward and at the Great George Boutique Hotel (located a short 5 minute walk from the Delta) from May 4 to May 9.

You can reserve a room at the **Delta** using the following special link for CAURA. Please note that different room types and rates are available (information outlined on CAURA link). On the page Check the availability, you only have to indicate your arrival and departure dates and the number of persons.

<http://www.deltaprinceedward.com/cd0502>

In order to obtain the negotiated rates you must mention that you are attending the CAURA conference if you call the hotel directly.

Toll Free: 1-866-894-1203

Hotel Phone Number: 902-566-2222

Delta Prince Edward

18 Queen Street

Charlottetown, PEI C1A 4A1

For the **Great George** (<http://thegreatgeorge.com/>), reservations can be made by phone at 1-800-361-1118 or by email at reservations@thegreatgeorge.com. Guests must identify themselves as being with the Canadian Association of University Research Administrators Group or use Group Code 050412 in order to qualify for the group rate of **\$179**.



Great George

58 Great George Street

Charlottetown, PEI C1A 4K3

Please reserve as early as possible. On **April 3rd, 2012**, the hotels will release all unreserved rooms from the room blocks for resale. The hotels will continue to accept reservations beyond this cut-off rate according to availability.

Important note for both hotels: Cancellation notice must be done **on April 2th, 2012** at the latest – otherwise your credit card will be charged one night plus taxes upon cancellation. This process is being implemented to ensure that more conference participants are able to stay at the designated hotels.

If you have any questions, please do not hesitate **to contact us:**

Andrée Asselin

Secrétariat – CAURA Conference

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