

Important Information

Location:

Crowne Plaza Hotel
101 Lyon Street
Ottawa, ON K1R 5T9
Tel: (613) 237-3600

[Map & Directions](#)

** all sessions will be at this location in the Frontenac/Joliet room unless indicated on the program attached.

Note: There will be a Vitesse Office on-site (Confederation room next to the Frontenac/Joliet room) and there will be a Vitesse representative between the hours of 7:30am - 5:00pm.

Details about the following (please refer to the program attached)

Registration

- begins on Wednesday, September 29th from 7:30-8:30am before the Official Opening
- participation kits will be distributed that morning
- registration payments and receipts can be obtained from the on-site Vitesse Office (Confederation room) every day in the mornings only.

Receptions (Pinnacle room)

There are two receptions (both held at the Crowne Plaza Hotel in the Pinnacle Room

1. Thursday, September 30, 2004 (Welcome Reception)
2. Thursday, October 7, 2004

Poster Session (Chaudière room)

There are two sessions (both from 16:30-18:30)

1. Friday, October 1st
2. Monday, October 4th both from 16:30-18:30

If you are presenting a poster, please provide the following information in a **typewritten** format:

- a. Title of your presentation
- b. Name and affiliation of presenter(s)
- c. Short abstract

no later than the morning of ***Thursday, September 30th*** to the Vitesse Office in the Confederation Room, Crowne Plaza Hotel

Lab Demos at Algonquin College

- will be held on Saturday, October 2nd
- the bus will be departing at 8:30am from the Crowne Plaza Hotel (front lobby) for Algonquin College

- for those of you that will be driving, the location is:
1385 Woodroffe Avenue, Bldg. T (School of Advanced Technology)
Ottawa, ON K2G 1V8
[Map](#) (on their website)
www.algonquincollege.com

Sunday, October 3rd - there are no sessions

- for those interested, Vitesse is coordinating a tour of Ottawa - free admission for participants

- about the 'Hop On & Off All Day' Tour

- bus pick-up at the Crowne Plaza Hotel - departs after breakfast
- you will receive a sticker that allows you to join/depart the tour anytime throughout the day
- the sites that you will visit are the following:
 - Jacques Cartier Park
 - Canadian Museum of Civilization
 - National Archives of Canada (Aboriginal experiences nearby)
 - Parliament Hill
 - Notre Dame Basilica
 - Rideau Hall
 - RCMP Museum and Stables

-if you are interested in participating in this tour, please register at the ***Confederation Room no later than Thursday, September 30th***

Sessions for Presentations by Participants (Frontenac/Joliet room)

- a limited number of participants will be given the opportunity to give an oral presentation. If interested, please register at the ***Confederation Room no later than Thursday, September 30th***

- there will be two sessions:

1. Thursday, October 7th from 18:30-20:30
2. Friday, October 8th, 19:30-21:00

******NOTE: changes to the program will be posted on our website at http://www.vitesse.ca/programs/natoarw.sp?id=153&content_type=2 Please visit our website for any updates prior to the workshop start date***

About Ottawa <http://www.ottawa.com/>

#1-3 are for participants booked at the Crowne Plaza Hotel

1. Accommodations

Crowne Plaza Hotel
101 Lyon Street
Ottawa, ON K1R 5T9
[Map & Directions](#)
Tel: (613) 237-3600
1-800-2CROWNE (for reservations)
Fax: (613) 237-9114
crowneplazaottawa@chipreit.com
www.crowneplazaottawa.com
Check-In Time: 3:00 PM
Check-Out Time: 1:00 PM

2. Ottawa International Airport <http://www.ottawa-airport.ca/>

3. Ground Transportation to the Crowne Plaza Hotel from the Airport

- there is an information booth regarding ground transportation. It is located on Level 1 in the 'Arrivals' area
- for car rentals, limousine services or taxi services from the airport visit: <http://www.ottawa-airport.ca/groundTransportation/carRental-e.php>
- we recommend the **Hotel Shuttle** bus, which departs from Level 1 outside the terminal in the 'Arrivals' area

Hotel Shuttle Bus Information:

- **Hours of Operation:** 5:00am-12:05am
- **First airport pick-up:** 5:35am
- **Frequency:** every 30 minutes
- **Departs from airport:** 5 and 35 minutes after the hour
- It takes about 30 minutes from the airport to the hotel The shuttle goes to other hotels other than the Crowne Plaza Hotel
- **Fares (in CDN \$):** One-way: 1 person-\$12.00, 2 people-\$20.00, 3 people-\$27.00, Return: \$20.00

Suggestion: If you are a group of 3 or 4, we suggest you take a taxi to the hotel, which will cost you approximately \$25 (not including gratuity). Taxis are available outside the terminal on Level 1 in the 'Arrivals' area.

- **Method of Payment:** Cash, Interact or Major Credit Card (Visa, MasterCard, American Express)
- **Other Information:**
 - a. Limited wheelchair accessibility
 - b. Shuttle times from hotel to airport: please inquire from the concierge at the hotel
 - c. For more information, visit www.nationalairportshuttle.com or call (613) 260-2359