



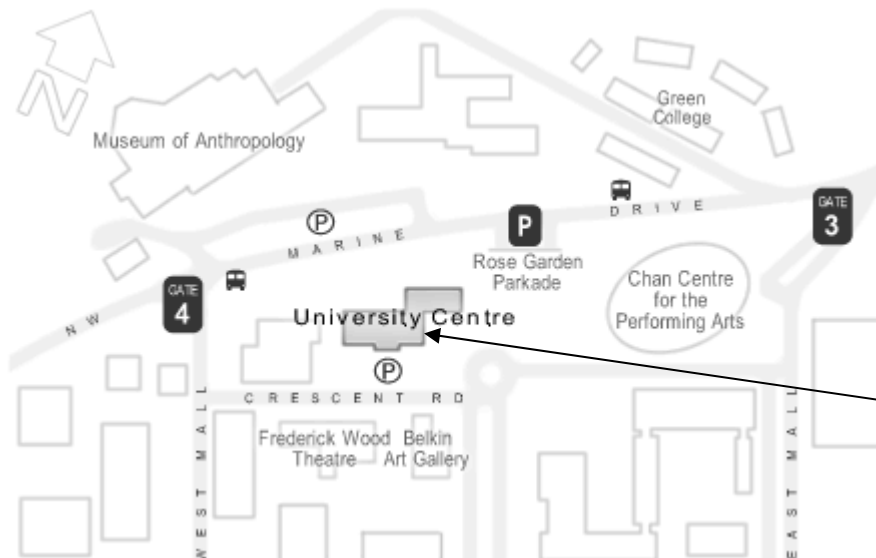
## THE PETER WALL INSTITUTE FOR ADVANCED STUDIES

University Centre  
6331 Crescent Road  
Vancouver, BC, V6T 1Z2  
Tel: (604) 822-4782 / Fax: (604) 822-4222  
[info@pwias.ubc.ca](mailto:info@pwias.ubc.ca)  
<http://www.pwias.ubc.ca>

### IMPORTANT INFORMATION- PLEASE RETAIN FOR ARRIVAL

**Event:** AMPEL guest

The Peter Wall Institute for Advanced Studies at the University of British Columbia is situated in the University Centre, (formerly known as The Faculty Club) at the northern end of UBC's beautiful campus, on the west side of Vancouver. The Institute is adjacent to the Chan Centre for the Performing Arts, the Museum of Anthropology, the Frederick Wood Theatre, the Belkin Art Gallery and the Rose Garden.



The Peter Wall Institute is situated at 6331 Crescent Rd.

Enter the campus at Gate 4 from NW Marine Drive, and turn left at the first stop sign. The University Centre is the second building on the left.  
Tel: 604-822-4782  
Fax: 604-822-4222

Entrance to Residence rooms is to the left side of the Main Door, down the path to the south-east corner of the building.

## Residence Information:

**Check-in time is 3:00pm.** Please use the residence access door located at the southeast corner of the building (near the Rose Garden). **Once you have entered the four-digit Access Code on the key pad, the door and lockbox will unlock** (you may need to push and then pull the door to open it). Once inside, the lock box containing your keys is to your right. The lock box will stay unlocked for 20 seconds. If the lockbox door becomes locked, please re-enter the access code. Please ensure the door of the lockbox is closed and locked. Your room is down the hallway from there.

**Check-out time is 12:00pm.** Please leave your room keys in the room when checking out.

### **THESE ARE NON-SMOKING ROOMS IN A NON-SMOKING BUILDING**

**Directions:** The Peter Wall Institute is located in the University Centre at 6331 Crescent Road. Enter the campus at Gate 4 from NW Marine Drive, and turn left at the first stop sign. The University Centre is the second building on the left.

**Parking:** Pay parking is available at the Rose Garden Parkade adjacent to the Peter Wall Institute off of Marine Drive. There is no free parking at UBC. For more parking information and long-term passes, please contact Campus Parking at 822-6786 or visit [www.parking.ubc.ca/visitor/html](http://www.parking.ubc.ca/visitor/html).

Several services normally associated with hotel stays are not included:

- Stays are on a self-check in and check out basis; there is no concierge service;
- Late Check-out – Late check-outs are not available. Checkouts after 12:00pm are subject to a charge of one additional night;
- Luggage – We are unable to store guests' luggage;
- Long Distance Calls – Guests need to arrange for their own phone card prior to their stay;
- Housekeeping is provided on weekdays, not on weekends.

Payment - By UBC journal voucher, personal cheque, or credit card. Credit card information should be phoned in rather than e-mailed.

**Please note** - No personal or accommodation information regarding any of our guests—other than the phone number of a guest's room—will be given out to anyone. We will deliver a message to a guest's room in case of emergency;

Residence rooms are available to individuals or groups affiliated with UBC or UBC-sponsored events. Individual names are required for each room booking 30 days prior to check-in.

We are unable to accommodate children 14 years of age and younger. We are also not able to accommodate pets.

Changes or Cancellations – Any revisions to a reservation require written notice by emailing [info@pwias.ubc.ca](mailto:info@pwias.ubc.ca) or faxing (604) 822-4222, "Attention Reception".

Late Cancellation - Full payment for the requested facilities will be required if cancelled within 48 hours of the scheduled arrival.

**Group Bookings:**

Group bookings are defined as one booking for two or more rooms at a given time.

There will be one contact person for the group who will be the communicator between the individual guests and the Peter Wall Institute.

This contact will be responsible for confirming the names of the guests, collecting and sending payment to the Institute, and communicating with the Institute and guests when needed.

All bookings are subject to the approval of the Director of the Peter Wall Institute.

**Thank you for booking our facilities.**