

## To Cancel your Group Tour of Parliament:

Please fax the completed CANCELLATION request form to (613) 995-1309.

### Important Information

*All cancellations must be made at least two (2) weeks prior to your tour.*

*Changes made after the two (2) week deadline are subject to a \$100 Late Cancellation fee.*

**For all reservations, PLEASE FILL OUT THE FOLLOWING:**

Reservation cancellation requested by (name of organisation):	
Tel.: (    )	Fax: (    )
Person Cancelling Tour:	
Title / Position:	
Tel.: (    )	Fax: (    )

### Reservation Information

<i>GROUP I.D. OR SCHOOL NAME</i>	<i>CONFIRMATION NUMBER</i>	<i>CONFIRMED TOUR TIME</i>

