



Ontario Catholic School Trustees' Association

December 19, 2022

MEMORANDUM

TO: All Catholic School Trustees, Directors of Education & Senior Business Officials

FROM: Stephen Andrews, Director of Legislative & Political Affairs

SUBJECT: **2023 OCSTA/OCSBOA Business Seminar – Registration**

The annual OCSTA/OCSBOA Business Seminar is scheduled for Thursday, April 27, 2023 at the Sheraton Centre Toronto Hotel (123 Queen Street West, Toronto, ON M5H 2M9).

Please click [here](#) to register online. To access the Preliminary Program, please click [here](#).

Please submit payment by **April 8, 2023** to:

Attention: Marie Palombi
OCSTA
1804-20 Eglinton Avenue West
Box 2064
Toronto, ON M4R 1K8

Cancellation Policy

The deadline date for a full refund of seminar registration fees is April 8, 2023.

A 50% administrative charge will apply to each cancelled registration received after April 8, 2023 and before April 14, 2023.

No refund, under any circumstances, will be available for cancellations received after April 14, 2023 however, substitutions will be accepted. Confirmed registrants who do not attend the event are responsible for the full registration fee.

All cancellations must be submitted to Marie Palombi by email at mpalombi@ocsta.on.ca within the stated timelines.

Thank you

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