

NAV  CENTRE

MORE THAN JUST A VENUE





The NAV CENTRE is one of the largest conference centres in Canada – it's a self-contained, state-of-the-art learning centre, designed with the success of your conference in mind.

By providing everything you need on-site, the Centre creates an environment conducive to team building, encourages after hours networking between participants and keeps attendees focused on the tasks at hand: learning and improving your business outcomes.

As one of only a handful of conference centres in Canada to have received certification from the International Association of Conference Centers, we at NAV CENTRE hold ourselves to a higher standard. We have engineered every detail of our facility to ensure your meeting – and your entire stay – is of the highest possible calibre. The 30 stringent standards of the IACC's Universal Criteria mean you can count on effective meeting and break-out room layouts, guest rooms that set a new standard in comfort, dedicated conference planners and continuous refreshment service. They also mean you can be sure that every detail will be looked after before and during your event.

And that means you can end your search – and start your conference with complete confidence.

Geographical Location

Our unique location on 70 acres along the picturesque St. Lawrence Seaway in Cornwall, Ontario provides you with a convenient, short commute, while simultaneously offering seclusion and allowing participants to enjoy free time and relax in a pristine, park-like setting.

The facility is just a one-hour drive from either Ottawa or Montreal International airports, and approximately 1 1/2 hours from Kingston. Proximity to these major hubs provides simple and easy access for participants from anywhere in Canada by air, rail or car.

Guest Accommodation

NAV CENTRE offers accommodations for groups ranging in size from 5 to 500. But whatever the size of your group, our well-equipped guest rooms ensure participants are relaxed, comfortable and ready to contribute fully to your conference.

All guest rooms feature:

- Deluxe cozy duvets
- Pillow top mattresses
- Superior pillow selection
- Plush toweling
- Upgraded amenities
- Complimentary High Speed Internet
- Iron and ironing board
- Coffee maker
- Hairdryer

- Clock radio
- Colour Cable TV
- AM/FM radio/Alarm Clock
- Telephone with voice mail
- Daily housekeeping
- Many other travel amenities

A choice of upgraded bedroom styles is available to comfortably accommodate various needs including spouses, guests with special needs or medical requirements and VIP's.

Our Executive Suites allow Senior Management from all sectors to continue their business in a private and confidential environment, and are appointed to meet both living and business requirements featuring:

- Boardroom
- Large private bedroom with Queen Size bed
- Private office with computer, printer, copier and fax machine
- Separate living room
- Kitchenette

All guest rooms are connected to the NAV CENTRE, providing year-round convenience and comfort and easy access to our free, on-site parking. And if you need anything, at any time, just ask. Our Guest Services desk is open 24 hours a day, and our staff is here to assist you and ensure that your stay is as comfortable and productive as possible.

NAV CENTRE

t: 877.832.6416 | f: 613.936.5010 | conference@navcentre.ca
1950 Montreal Road, Cornwall, ON K6H 6L2



Dining Facilities

When it comes to dining at NAV CENTRE, our dedication to quality makes a difference you can taste. Our Executive Chef and experienced catering staff offer a wide selection of dining options – including wholesome, nutritional and well-balanced meals that conform to the Canada Food Guide. We can also provide à la carte selections, help you plan banquets and receptions, and ensure that special dietary requirements are met. Meals are served during designated times to help you structure your event, but can be adjusted to meet your particular schedule.

Our on-site Snack Bar offers quick snacks on a cash basis while our on-site pub offers traditional pub snacks and beverages, as well as a great venue for after-hours relaxation, teambuilding and networking.

Banquet Rooms

NAV CENTRE offers a number of tastefully decorated banquet halls where you can host special events such as meet-and-greets, private dinners and receptions.

Classrooms & Meeting Rooms

NAV CENTRE offers 50,000 square feet of dedicated meeting and classroom space.

Groups ranging in size from 5 to 500 can plug into fully integrated business support in 70 state-of-the-art intelligent meeting rooms, including a 250-seat lecture theatre and our rustic, private Stone House.

Meeting rooms are available on a 24-hour basis and feature multiple set-up options. All rooms are designed to promote successful meetings

with ergonomic chairs, high-quality conference tables, appropriate/flexible lighting, individual climate control, High Speed Internet and audio-visual equipment, and are computer network ready.

Breakout Rooms

All breakout rooms are designed to maximize the comfort and productivity of participants with ergonomic chairs, high-quality conference tables, appropriate/flexible lighting, and dedicated audio-visual equipment.

Continuous Coffee Service

Our themed continuous coffee service allows you and your participants to take a break on your own schedule, and can be customized to suit the tastes, dietary needs and itinerary of your group.

Audio Visual Equipment

NAV CENTRE makes cutting-edge presentations a breeze with complete computer services and AV presentation equipment including:

- LCD Projectors
- Video conferencing
- Camcorders
- TV monitors
- DVD/VCRs
- Overhead projectors
- Multimedia projectors with high resolution
- Flipcharts with easel pads
- Projection screens
- Podiums
- Whiteboards with dry erase and markers
- Microphones

Knowledgeable on-site technicians are available to answer all your questions, attend to all your technical needs and make sure your presentation is flawless.

We're able to provide for your communications needs, as well, with Internet and telephone (local calls) access offered in every meeting room.

Business Services

You'll never be unprepared with our fully accessible Business Centre. Conveniently located on-site, the Business Centre provides such services as copying, printing, faxing, and Internet access.

Parking

Free parking is available on-site to reduce out-of-pocket expenses for organizers and participants.

Airport Transportation

Arrangements can be made with a local company for airport transportation services. Transfers are made directly at the airports and the cost includes all parking charges, saving time and money.

Recreational Facilities

NAV CENTRE provides complete on-site fitness facilities and programs in our Wellness Centre, which include:

- A 25-meter lap pool
- A double gym
- Cardio equipment
- Weights
- Whirlpool
- Sauna

- Tennis courts
- Outdoor sports fields

Certified personal fitness trainers are at your disposal to help you keep up with your routine, or start a new regimen. Regular Pilates and yoga classes are offered throughout the week.

Nearby recreation options include golf, biking, jogging, walking paths and cultural attractions.



NAV CENTRE

t: 877.832.6416 | f: 613.936.5010 | conference@navcentre.ca
1950 Montreal Road, Cornwall, ON K6H 6L2



Other On-Site Services

Other convenient onsite services include:

- Dry cleaning
- A Snack Bar
- Laundry
- ATM

Whatever your participants' personal needs, our on-site services will ensure they remain as comfortable as if they were at home.

NAV CENTRE offers a selection of all-inclusive Complete Meeting Plan packages designed with your needs and your convenience in mind. Any package can be customized to meet the unique needs of your organization and participants.

Our conference day begins with dinner the night of arrival. For guests requiring an earlier start, we offer an early check-in package, which includes: a plenary meeting and breakout room; continuous refreshment and snack service outside meeting room; and cafeteria style lunch in the Main Dining room.

Ask us for details.

Meal & room type upgrades are available on all packages at an additional charge.

All packages are based on single occupancy on a per night basis and subject to all applicable taxes. Package components may change without notice.

SAMPLE PACKAGES:

Basic

- Standard accommodation
- Breakfast, Lunch & Evening dinner served in the main dining room cafeteria style
- Continuous refreshment & snack service outside of your function space
- Plenary room
- Basic Audio Visual equipment
- All other services are on an "a la carte" basis

Enhanced

- Standard accommodation
- Breakfast & Lunch daily served in the main dining room cafeteria style
- Evening buffet dinner served in a shared dining room
- Main plenary room and up to 2 breakout rooms
- Continuous refreshment & snack service outside of your function space
- Basic Audio Visual equipment which includes an LCD projector

Superior

- Standard accommodation
- Breakfast daily served in the main dining room cafeteria style
- Lunch buffet served daily in a shared dining room
- Evening buffet dinner served in a shared dining room
- Continuous refreshment & snack service outside of your function space
- Main plenary room and up to 4 breakout rooms
- Basic Audio Visual equipment which includes an LCD projector

Premium

- Standard accommodation
- Breakfast buffet served daily in a shared dining room
- Lunch buffet served daily in a shared dining room
- Evening catered dinner served in a private dining room
- Continuous refreshment & snack service outside of your function space
- Main plenary room and up to 4 breakout rooms
- Basic Audio Visual equipment which includes an LCD projector