



## MESSAGES

There is a message board located by the Information Desk at Registration and Information. Please check the board for messages addressed to you as well! Information can be reached at 604 202-8257 during posted Registration and Information hours. The phone will not be answered nor messages checked outside of these hours.

Messages for delegates staying on campus may be left by calling the Conferences and Accommodation at UBC Reservations Office at 604 822-1000 or toll free at 1-888-UBC 1030. All suites have voice mail. Single/double rooms with shared washrooms are not equipped with phones, but messages will be posted in the residential lobbies.

## LOST AND FOUND

All materials lost or found in academic buildings are brought to the Lost and Found Office located in the Campus Security Office. The Security Office is located at 2133 East Mall, or can be reached from 09:00 to 17:00, Monday through Friday at 604 822-9922.

Items lost or found in on-campus accommodation may be located at the respective property's front desk.

## BANKING AND FOREIGN EXCHANGE

The Bank of Montreal (MasterCard), found in the University Village, provides banking and exchange facilities, 09:30 – 16:00 Monday to Thursday; 09:30 – 17:00 Friday. The Canadian Imperial Bank of Commerce (Visa) is also located in the University Village and is open 09:30 – 16:00 Monday to Thursday and Saturday; 09:30 – 17:00, Friday. All banks in the city are closed on Sundays and statutory holidays.

Automated teller machines (ATMs) are available in both banks and in the lobby of Walter Gage Residence and in the Student Union Building. These can be accessed 24 hours a day, using bank cards on major international banking networks such as Cirrus, Plus and Interac.

## POSTAL SERVICES

The Post Office, located on the main level of the Student Union Building, is open Monday to Friday, 08:00 to 18:00, Saturday, 10:00 to 16:00.

## PRINTING AND REPRODUCTION SERVICES

**Copiesmart** (University Village):

Hours: Monday to Friday 08:30 – 19:30, Saturday 10:00 – 18:00, Sunday 12:00 – 18:00

**CopyRight** (Student Union Building):

CopyRight offers copying, printing, laminating, binding and faxing

Hours: Monday to Friday 09:00 – 17:00

Self-serve copiers available from 07:00 – 24:00