

Travel & Accommodation

A clear travel plan for your event

For clients, event organisers and venue teams. Use this rider for events more than 100 km by road from downtown Toronto, or whenever air travel or accommodation is required. Confirm travel costs and arrangements in writing before booking.

Road-event accommodation

Required only when the venue is beyond 100 km and the scheduled finish is after 11 p.m.

1 Road travel

Distances are measured one way from Toronto M5R using Google Maps.

Up to 60 km: travel included; venue parking charged separately where applicable.

60-100 km: C\$250, including parking and tolls; no separate parking charge.

Beyond 100 km: quoted for the event, including parking and tolls.

Confirm the venue address and finish time before booking. All prices are CAD, excluding applicable HST.

2 Air travel

The client or organiser pays for required return standard-economy airfare from Toronto Pearson (YYZ). Use direct or non-stop flights where practical. Include seat selection, one carry-on bag and the checked baggage required for performance equipment and luggage.

Peter approves the itinerary before tickets are purchased. Plan arrival for the day before the event and departure for the day after, unless agreed otherwise in writing.

3 International bookings

The organiser coordinates and pays for required visas, work permits, invitation letters, entry documents and equipment permits. Confirm requirements with Peter before making travel bookings.

4 Accommodation

For road events beyond 100 km finishing after 11 p.m., or accommodation included in an agreed air-travel itinerary, the client or organiser arranges and pays for Peter's hotel directly.

Provide a private room in a **hotel rated 4 stars or above**, ideally within 20 minutes of the venue, with a private bathroom, Wi-Fi and a 24-hour front desk.

Include late checkout or an additional night when required by the agreed itinerary. Send the hotel confirmation before travel.

5 Transfers and hospitality

Arrange pre-booked transfers between the airport or station, hotel and venue. Use a private vehicle for late-night journeys when performance equipment is carried.

Provide drinking water, a reasonable selection of non-alcoholic soft drinks and one suitable meal on each travel or performance day. An agreed daily meal allowance may be used instead.

6 Confirm the travel plan

Provide accommodation confirmation when required and the **50% retainer stated in the final quotation**.

Confirm event-specific alternatives by email or in the final quotation. This rider is a planning reference; booking acceptance follows the normal quotation and email process.

Your travel plan

Complete the details available and share them with Peter

These fillable fields record planning information. They do not replace the quotation or confirm a booking. Email your completed form to producer@peterstyla.com.

Event or client

Event date

Venue, city and country

One-way road distance from Toronto

Arrival date and time

Departure date and time

Hotel and number of nights

Airline and booking reference

Transfer provider and contact

Visa or permit status

Notes and agreed arrangements

Ready for your event

A practical checklist for your venue and travel team

Tick the items that apply. Confirm arrangements with Peter before purchasing flights or finalising alternatives.

Confirm the event details

- ☐ Event date, venue address and performance times shared
- ☐ Road distance from downtown Toronto checked
- ☐ Selected entertainment service confirmed
- ☐ Venue or AV contact details shared

Plan the journey

- ☐ Travel quote and costs reviewed
- ☐ Flight itinerary approved by Peter before purchase, if required
- ☐ Seat selection and required baggage included, if flying
- ☐ Arrival and departure dates agreed
- ☐ Airport or station, hotel and venue transfers arranged

Prepare for the stay

- ☐ Hotel requirements checked and reservation confirmed
- ☐ Late checkout or an additional night agreed, if needed
- ☐ Water, soft drinks and meals or agreed allowance arranged
- ☐ Required international documents coordinated, if applicable

Ready to confirm

- ☐ Accommodation confirmation sent, where required
- ☐ 50% retainer paid as stated in the final quotation
- ☐ Any alternative arrangements confirmed in writing
- ☐ Final travel plan shared with Peter

Questions or arrangements to confirm?

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