DESTINATION TORONTO
207 Queens Quay West, Suite 405
Toronto, ON, CANADA M5J 1A7
416-203-2600

Thank you for your interest in Toronto!

Destination Toronto receives a large volume of requests from local, domestic and international media. All requests for assistance will be vetted against our current marketing goals. Only requests that align with Destination Toronto's marketing goals and top media list will be approved. To help us qualify your request for support, please submit the following information.

For qualified journalists and Influencers, planning and itinerary support will be based on Destination Toronto's human resource availability, access to partners and budget.

PLEASE NOTE – Our team requires a minimum of 4 weeks to qualify and coordinate requests.

Please fill out this form in its entirety to the best of your ability and ensure all sections are complete or we will not be able to approve your request.

Find information and inspiration to help you plan **here**.

JOURNALIST INFORMATION

First Name (as it appears on Passport):			
Middle Name (as it appears on Passport):			
Last Name (as it appears on Passport):			
Preferred Pronouns:		Dietary Restrictions, Allergies, or Alcohol Preferences:	
Cell Phone:		Email:	

TRAVEL DATES & FLIGHTS (Flight Details *only required if Destination Toronto is sponsoring your flight*)

Note: We work with airline partners Air Canada and Porter Airlines, and preference is given to travel on these airlines. If these options are not offered in your area, we may be able to accommodate a preferred airline, but do not guarantee it. All bookings are in economy class, with ***seats assigned at check-in.***

Date of Arrival:		Date of Departure:	
Departure Airport Preference:			
Departure Flight Time Preference:		Return Flight Time Preference:	
Date of Birth (D/M/Y):		T-shirt Size:	
What luggage will you be bringing?	Personal Item ☐	Carry-On ☐	Checked Bag* ☐

*For travelers flying with U.S. carriers, we are unable to add a checked bag in advance. If you'd like to check a bag, you may do so directly at the airport during check-in and pay the applicable fee there. For those flying with Canadian carriers, we are able to add a checked bag upon request before tickets are issued. Unfortunately, we are unable to add baggage once tickets have been issued. Please note that all baggage policies are determined by the airline and are subject to change at any time without notice.

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JOURNALIST STORY GOALS

What is your Story Angle?	
Experiences and locations you want to feature	
Are there any activities that you would NOT like on your itinerary? *For example, strenuous physical activities such as bike tour, water sports, or high altitude experience such as Edgewalk on the CN Tower.*	
Are there any interviews you would like us to arrange during your visit? If so, please specify who or what type of person you would be interested in speaking with.	

MEDIA OUTLET(S) & RESULTING COVERAGE

Media Outlet (s) Name:	Add confirmed outlet and/or those you anticipate to secure coverage with
Journalist's Title:	Note if you are freelance or onstaff.
Publication Circulation or Audience Numbers/UVM:	
Outlet Website:	
Publication date/Air date:	

SOCIAL MEDIA **MANDATORY IF PART OF YOUR COVERAGE**

Social Media Platform	Handle	Followers and Engagement
Instagram		
YouTube		
Tik Tok		

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MEDIA VISIT WAIVER & FAILURE TO ATTEND CLAUSE

Media Visit Waiver

I, the undersigned, acknowledge that I have volunteered to participate in _____ (the "Trip"). This includes, without limiting the foregoing, any accident, injury, illness, property damage or loss in connection with accommodations, transportation or other travel services procured by me or for me by DESTINATION TORONTO in connection with the Trip; my participation in any activities in while on the Trip; and any loss or additional expense I may incur due to delay or changes in schedule or extended stay in destination in connection with the Trip. I further understand and agree that the accommodations, transportation and activities provided to me on the Trip are furnished by a third party and that DESTINATION TORONTO shall not be responsible for any accident, injury, illness, property damage or loss caused by any act or omission of said contractors, or for the accuracy of any representations by them regarding the accommodations, transportation and activities provided to me in connection with the Trip.

I hereby acknowledge that I have read this site visit waiver and agree to the terms and conditions set forth herein.

Failure to Attend Clause

Each press trip has been custom curated for each media guest. If you are unable to attend, we ask that you notify your Destination Toronto representative via email at least 5-7 business days prior to your flight departure date. Failure to notify your Destination Toronto representative if you are unable to attend the Trip may result in fees billed directly to the media guest, as these fees are not reimbursable through Destination Toronto, and you may be charged up to the full cost of the missed press trip. It is at the discretion of Destination Toronto whether to extend the offer to rebook or postpone this press trip in the future.

For pre-arranged activities on the itinerary , it is considered a no-show if the arrival does not occur on the reservation date as specified on the itinerary provided to you by Destination Toronto. No show fee or the full cost of said activity or reservation may be charged to the media guest.

If you wish to speak to your Destination Toronto representative, they are most reachable via email. Please note we aim to respond to your inquiry within 2-3 business days.

Date: _____ Signature: _____