

## **Punctuality**

In Canada it is expected that arrival for an appointment is at the exact time arranged. It is always better to be five minutes early. The people you are scheduled to see have voluntarily agreed to the meeting and are business and professional people with responsibilities and schedules of their own. They will probably be gracious to a visitor who arrives late for a meeting, but this might result in a hurried or shorter interview. If, for any reason, you are delayed or unable to keep an appointment, notify the person concerned immediately.

## **Travelling in Canada**

### **Things to know**

#### **Banks**

Every community has a bank. The usual hours of business are from 10:00 to 15:00, Monday to Thursday; 10:00 to 18:00 on Friday. Some banks in larger cities are open for longer periods. Most banks are closed on Saturday and always on Sunday and legal holidays. Before cashing a cheque, banks require the endorsement of one of their account holders. Your local contact can direct you to a bank and can provide information on which banks exchange foreign currency. Some hotels are also equipped to exchange foreign currency, as are the major airports. U.S. currency is generally accepted in Canada, but it is preferable