



2021 ACL Conference Refund Policy

The 2021 ACL Annual Conference will be presented virtually June 7-10 through the online platform, Whova. Registrants will have access to most pre-recorded workshops at least a week prior to conference and the other live sessions will be recorded and available for viewing for 6 months after conference.

Refund Policy: All ACL Conference cancellations and requests for refunds must be made in writing as indicated below. Written correspondence to the Conference Registrar must be received no later than 30 days prior to the first day of the conference {May 7, 2021} to receive a **full refund** of the conference payment, minus a 15% administrative fee. Telephone requests will not be honored. Refund requests received less than 30 days prior to the start of the Conference will not be granted.

In the case of overpayment of conference fees, overpayments over \$10 will be refunded to the conference registrant upon confirmation by the Conference Registrar. However, if the overpayment amount is \$10 or less, a refund will not be issued and this amount will be donated to FACL.

Substitution Policy: After the Conference registration deadline a registrant may request the privilege of sending a substitute in their place for a \$15 administrative fee.

Returned Check Policy: Remittance must be made in U.S. Dollars. A fee in the amount double the amount ACL is charged by the financial institution, plus the original amount of the check will be assessed for a check with insufficient funds. This fee must be paid by money order.

All refund requests must be made in writing and sent to:

Conference Registrar
Association of Christian Librarians
P.O. BOX 4
Cedarville, OH 45314

Or by email: confreg@acl.org