

# 2019 ACRL Washington/Oregon Joint Conference FAQ

## How do I register?

Registration with housing closed on Friday, October 4. To request day registration (no housing), email **admin at acrlwa dot org** with your dietary restrictions and necessary accommodations before October 14. You will be invoiced via email and can pay online or on-site at Pack Forest.

## How much is registration?

Registration costs for 2019 are \$165 for non-members, \$155 for ACRL-Washington and ACRL-Oregon members, and \$100 for students. Room and board is included. Apartments are available for an additional \$20 on a first-come, first-serve basis, invoiced separately.

Registration costs have increased by \$10 since the 2017 conference. In acknowledgement and thanks for using the land that the conference is being held on, this money is being made as a donation to the [Nisqually](#) Nation, who are original and present stewards of the land. Read more about this on our [conference blog](#).

## I'm a member of ACRL-Washington or ACRL-Oregon. How do I get discounted registration?

ACRL-Washington members, please log in to this site to receive your discounted registration rate. ACRL-Oregon members, please use the discount code that was shared by the ACRL-Oregon Board.

## When does registration close?

If you are staying overnight at Pack Forest, we ask that you [register](#) no later than **Friday, October 4** so that we can assign housing. If you are registering without housing, the registration deadline is October 14. The deadline to cancel or change your registration is Monday, October 14. The attendance cap is 175 attendees; registration may close early if we reach capacity.

## What is the cancellation policy?

We are happy to fully refund the cost of your registration up until October 14, the day that registration closes. After October 14, we are unable to provide refunds or add registrations. If you have questions or concerns, please contact admin at acrlwa dot org.

## How do I pay?

Online (during registration), or by check (made out to ACRL Washington). If you are paying by check, please print out your invoice and contact treasurer at acrlwa dot org.

## Is there a reduced fee if I don't want to stay overnight at Pack Forest?

The conference registration fee includes lodging and meals. We are not able to change the registration fee if you do not want to stay overnight.

## Are there scholarships available?

Yes. You can learn about our **Conference Attendance Scholarship** and **Excellence Award** on our website. The deadline to apply for scholarships was Friday, September 13. For more information, email members at acrlwa dot org.

## What should I pack?

Dress casually and for comfort. No business attire at this conference!

- Bring out the jeans, fleece, sweatshirts, sweaters, comfy shoes, boots, etc.
- Bring warm clothes and a raincoat/parka (dare I say umbrella?).
- Preview the [NOAA weather forecast for Eatonville](#).
- The meeting rooms at Pack Forest can be cool, and you will be going outdoors to move from one building to another. (Pack Forest also offers some walking trails around the area so plan accordingly if you want to be among nature.)
- You may want an extra blanket or your own pillow. Pack Forest provides bedding but if you like to stay toasty bring a sleeping bag or extra blanket.
- Consider bringing a flash light. The Pack Forest facilities are well lit, but a flashlight can still come in handy.

- Bring ear plugs. Lodging in cabins fits the rustic atmosphere of Pack Forest and helps us keep the conference costs very low, but one often ends up rooming with at least someone who is snoring.

## How do I get to Pack Forest?

Pack Forest is located south and west of Tacoma, on the way to beautiful Mount Rainier. Driving conditions in the fall can change quickly, so please check your route, current driving conditions, and anticipated weather. Before you leave, consult road construction and mountain pass conditions at the [Washington State Department of Transportation website](#).

[Google map of Pack Forest location](#)

[Here is a map of the Pack Forest campus.](#)

## When can I check in?

We recommend arriving between 12pm and 1pm on Thursday, October 24. Lunch will begin at 1pm. Our keynote will begin at approximately 2pm.

## I have dietary restrictions. What can I eat?

You will be asked to indicate this on your registration form. For those who request vegetarian or vegan meals OR for those who indicate dietary restrictions, your name will be given to the Pack Forest dining hall workers. As you are going through the line please give them your name to receive your meal.

## What are my housing options?

You can find [Pack Forest lodging descriptions](#) on their website. Apartment accommodations are available for an additional \$20 on a first-come, first-serve basis, invoiced separately.

## Is there a phone number I can provide to people who need to reach me?

There is fairly robust cell phone coverage at Pack Forest, so you should be reachable on your own cell phone, but some providers may be more spotty than others. On

Thursday & Friday during business hours, you can have folks contact Pack Forest Conference Center manager Terri McCauley at 253-692-4170.

## **I have more questions, who can help me?**

Please email [admin at acrlwa dot org](mailto:admin@acrlwa.org) and we will get back to you as quickly as possible.