

November 4, 2020

Dear ELAM Community,

We are sad to say that we are cancelling our 25th anniversary celebration, which had been rescheduled to April 23, 2021. Due to the uncertainty of the COVID-19 pandemic and the likely continued restrictions around travel and gathering in 2021, we feel that this is the most prudent course of action.

So many members of our community have put tremendous thought, time and resources into the planning of this event, and we are grateful. We will continue to create opportunities to connect based on 25th anniversary programming as we've done recently with our Awards Nomination Letter workshop and Women on Boards webinar.

We will automatically refund your registration or sponsorship by check. **Please see important instructions below regarding the refund process.*** If you would rather convert the amount into a tax-deductible gift to ELAM, please contact Brian Kall (bk335@drexel.edu) by November 20, 2020.

Thank you for your support of ELAM. We hope to be able to celebrate in person with you in the near future.

****Refunds will be disbursed by Drexel University only in the form of a check. Please let Brian Kall (bk335@drexel.edu) know if the registration or sponsorship was made from a personal credit card or checking account or made from your institution's account; this will determine the payee to whom the check should be made out.***

NOTE: If the registration was made via your institution, you must provide the institution's name and the contact information [name of a contact person; email; and telephone number; to whom and where the check refund should be sent]. Regardless of personal or institutional refunds, recipients will have to register in Drexel University's procurement supplier database for refunds to be processed.