

Lawyers for Libraries Registration Form

***** Registration Is Limited to 60 Participants for Each Institute — Register Now *****

Phone registration also available: 1-800-545-2433, ext. 4221

The Cost of the Institute

The cost of the institute is \$395 for one attendee; \$745 for two.

Who May Attend Lawyers for Libraries

Lawyers for Libraries workshops are open to licensed, practicing attorneys retained to represent or advise libraries on legal issues. Library trustees or board members who are responsible for establishing library policy may also attend. Librarians may attend if they are accompanied by a library attorney.

Note on Continuing Legal Education Credits

Every state in which ALA has applied has granted Continuing Legal Education (CLE) credit for Lawyers for Libraries trainings (generally between 5.0 and 6.5 hours). Please contact OIF with questions.

Special Needs/Dietary Restrictions

If you have special accessibility needs or any dietary restrictions, please contact the Office for Intellectual Freedom at least two weeks prior to the institute for which you have registered.

Cancellation Policy

Written requests for refunds must be one month prior to scheduled institute. No phone cancellations will be accepted. Refunds will be processed within six weeks after written cancellation notification. Address all cancellation requests to: Lawyers for Libraries, Office for Intellectual Freedom, American Library Association, 50 E. Huron St., Chicago, IL 60611.

Date Submitted: _____

I am registering for the Lawyers for Libraries Institute in _____ (city)

ATTENDEE 1 (ATTORNEY OR TRUSTEE)

Name: _____

Preferred Address: _____

City: _____

State: _____ **Zip Code:** _____

Phone: _____ **Fax:** _____

E-mail: _____

Name of Library: _____

I have a special need (circle one): YES NO

My special need is: (If you need more space, use a separate piece of paper.)

ATTENDEE 2 (ATTENDEE 1 MUST BE AN ATTORNEY)

Name: _____

Preferred Address: _____

City: _____

State: _____ Zip Code: _____

Phone: _____ Fax: _____

E-mail: _____

Name of Library: _____

I have a special need (circle one): YES NO

My special need is: (If you need more space, use a separate piece of paper.)

Type of Payment: _____

(American Express, check, money order, purchase order, VISA, MC; make checks payable to "American Library Association" and put "Lawyers for Libraries" in the memo section.)

Credit Card or Purchase Order Number: _____

Expiration Date: _____ Signature: _____

Please complete this form to register for Lawyers for Libraries

Fax to 312-280-4227, c/o Jonathan Kelley.

or mail to

**Lawyers for Libraries
Office for Intellectual Freedom
50 East Huron Street
Chicago, IL 60611**

After you register, you will be receiving a confirmation letter via e-mail or in the mail, if no e-mail provided. Please be sure to bring this letter with you to the institute.

If you have any questions, please do not hesitate to contact Jonathan Kelley at 800-545-2433, ext. 4221, or jokelley@ala.org.

THANK YOU FOR REGISTERING FOR LAWYERS FOR LIBRARIES!