



March 13, 2020

Dear SFNS Members and Annual Meeting Registrants,

The San Francisco Neurological Society (SFNS) has been monitoring the COVID-19 outbreak and have no choice but to postpone the SFNS 2020 Annual Meeting in Monterey. Protecting the health of our members and communities is our highest priority.

We are incredibly grateful to our board of directors, physician volunteers, speakers, exhibitors, and staff, for the time and hard work they have put in to planning the upcoming meeting. We are evaluating our future options to determine best next steps and will keep you updated when we've made those decisions.

**SFNS Conference Registration:**

For conference registration, please view the three options below:

1) Credit to be used for rescheduled/next annual meeting (possibly in 2020 or 2021): We can hold your registration fees and apply it to the next rescheduled annual meeting. If annual meeting prices go up, your 2020 registration fee we are holding for you will apply without any added fees for a possible difference. We will send a confirmation letter of this credit we are holding for you.

2) Full Refund: if you select this option we will issue you a full refund. If you paid by credit card, your refund will be sent back to your card. If you mailed a check, we will mail a check back to you. Please allow for a couple of weeks for this refund to be processed.

3) Donate your registration fee: SFNS is a non-profit organization and we have incurred some financial losses due to the crisis. As a result, you can donate your registration fees as a gift to the SFNS. This gift can be deducted as a business expense and we will send you a thank you letter. Please note SFNS is not a charitable 501c3 non-profit, but rather a 501c6 non-profit. We sincerely appreciate your consideration to donate!

Please select your option via this form: <https://forms.gle/Bi6zksdEKx7M8UYt7>

(NOTE: This refund link does not apply to annual dues; if you would like a refund of your dues, please contact Amanda Pacia)

**Lodging:**

The hotel will automatically cancel all reservations. There is no need for you to call the hotel to cancel and you will receive a confirmation via email. If you wish to visit Monterey April 3-5 and keep your reservation, please call the hotel directly and rebook your reservation and they will honor the low conference rate at \$228 per night over that weekend. The hotel reservation number is (831) 920-6710.

Should you have any questions or concerns, please contact Amanda Pacia at (650) 288-5339 or email at [apacia@sfneurological.org](mailto:apacia@sfneurological.org).

Sincerely,

Mark Sedrak, MD, FAANS

*San Francisco Neurological Society President  
Director of Functional Neurosurgery – The Permanente Medical Group  
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