

ACM Web Science 2014

Cancellations

Cancellation requests must be e-mailed to iuconfs@indiana.edu and received no later than Monday, June 2, 2014, to be eligible for a refund, less a \$25 administrative fee. No refunds will be issued after June 2, but you may substitute another registrant.

Payments

Credit card payments will show on your statement from IUBL-CONF.

Check payments should be in US Dollars, drawn on a bank that operates within the United States, and should be made out to "Indiana University", and should reference "#64-14" and the registrant's name on the check or stub. Checks should be sent (along with a copy of this confirmation) to:

Indiana University
IU Conferences
PO Box 6212
Indianapolis, IN 46206-6212

Note: This is a bank lockbox and cannot accept FedEx/UPS, express mail, or other delivery requiring signature. This address is for payments only. Do not send any other mail to this address. You must include a copy of your confirmation with your payment.

The information for sending wire transfers to Indiana University can be found here:

http://treasurer.indiana.edu/banking/banking_sending_money.html

In your transaction notes, be sure to include "64-14 WebSci" and the name(s) of any registrant(s) for whom it is paying. Once it has been sent, please forward the full details (transaction ID number, date, amount, etc.) to iuconfs@indiana.edu by email, so that our finance office can locate and claim the payment. (The bank does not notify us if a wire comes through - we must search for specific transactions.)

Please note, you are responsible for any wire fees.

For questions about payment, contact Melissa Kocias at iuconfs@indiana.edu or by phone at +1-812-855-4224.

Visa Support Letters

In order to receive a letter of confirmation for visa support, please send the following information to iuconfs@indiana.edu:

1. Confirmation of your fully paid registration
2. Full (given) name
3. Legal (home) address (not a business address)
4. Place/date of birth
5. Source of funding
6. Email of your contact at the Embassy/Consulate (if available)

Once we have received all of this information, we can issue a PDF signed letter confirming your registration to the conference.