



96th LOC Annual Conference – Cancellation

Frequently Asked Questions (FAQ)

Refunds

If you paid for your conference registration, your city will be refunded in the same form in which payment was submitted. Refunds will be processed no later than **September 30**. If, after September 30, you still have not received a refund, please contact our Finance Department by emailing Jamie Johnson-Davis at jjohnson-davis@orcities.org. If your conference registration was unpaid, we will zero out the balance due, and you can ignore any invoices received.

Membership Meeting

The 2021 LOC Membership Meeting will be held virtually on October 22 from 11:45 a.m. – 12:30 p.m. This is a public meeting, and registration is not required. An email was sent in August to all city managers and recorders with instructions for appointing your city's voting delegate. Each voting delegate will receive an email with instructions on this year's voting process, which includes a roll call vote on all matters put before the membership. Reminders will be sent out to all cities that have not assigned their voting delegates. If you have questions about voting delegates, please contact Jenna Jones at jjones@orcities.org.

Virtual Conference Sessions Prior to Membership Meeting

In conjunction with our Membership Meeting, we will also host Affinity Group Meetings as well as two virtual sessions. These sessions will be free to all LOC members. View the draft program [here](#). Anyone registered for the in-person annual conference will automatically be registered for these virtual sessions, which will be held via Zoom. Information on attending these sessions will be sent via email one week before the live sessions. If you were not registered for the in-person conference and would like to attend the virtual sessions, you can register [here](#). Please contact Lisa Trevino at ltrevino@orcities.org with any registration questions.

Hotel Cancellations

The LOC will not be canceling hotel reservations. It is your responsibility to contact the hotel and cancel any reservations made. Below are instructions for canceling with the hotels that the LOC contracted with for rooms during the in-person annual conference.

- **Riverhouse** – all reservations will automatically be canceled; anyone wishing to reinstate their reservation can do so by contacting the hotel directly: 855-516-1090.
- **Red Lion Inn & Suites** – Please contact the Red Lion directly at 800-733-5466.
- **Shilo Inn** – Please contact Shilo Inn directly at 541-389-9600.