



International Registration Plan, Inc.

TO: IRP Community

From: Tim Adams
CEO
IRP, Inc.

Date: March 20, 2020

Subject: Cancellation of the 2020 IRP Annual Meeting

With great regret, we are announcing the cancellation of the 2020 IRP Annual Meeting, scheduled for May 5 – 7 in St. Paul, Minnesota. The landscape is changing daily with COVID-19, and the health and safety of the IRP community are our top priority. We are so disappointed we won't be able to see you in May.

Registration fees: Any registration fees already paid will be automatically refunded without penalty in the coming weeks.

Funded jurisdiction attendees: Your flight and hotel reservations will be canceled by IRP. You do not need to take any steps to take care of this.

Hotel: Hotel room reservations for the Intercontinental Saint Paul Riverfront using the IRP group rate have already been automatically canceled. If your reservation was made for another hotel or by a third party, you must contact the hotel directly to cancel hotel room reservations.

If you have made any other flight or other travel reservations, we recommend canceling those as soon as possible.

We anticipate planning virtual meetings in the coming months to address IRP affairs typically done in person. Once those have been scheduled, we will inform the IRP community.

If you have any questions, please reach to us.