

Registration FAQ

How much does it cost to attend Dear Teacher?

The 2024 ticket cost is \$350, which gives you full access to both days of the conference. This includes meals and an intensive workshop of your choice on both days.

I can only attend one day of the conference. Do I have to pay for both days? Can I split a two day ticket between myself and another teacher at my school?

Contact our Office Administrator, Dawn Severns, dseverns@islandreadersandwriters.org, to discuss ticket options.

Is there a cap on registration? Do I need to rush to get a ticket?

Yes, we have a maximum number of registrants we can accommodate for both Dear Teacher as a whole and each individual workshop. Registration will close on September 13, 2024. This year, we have offered repeat workshops in order to help more guests snag a spot in their workshop of choice—but there are no guarantees.

Using Invoice My School (see below for details) is a good option if you have been approved to attend Dear Teacher but your school cannot remit payment until after July 1, 2024—you can select your workshops now and secure your ticket, and send the invoice on for payment.

My school needs a W9 from IRW to set up payment—can you send me one?

No problem! Contact our Organization Administrator, Dawn Severns, dseverns@islandreadersandwriters.org.

Invoice My School Option

Who is the Invoice My School Option for?

Invoice My School is for teachers, librarians or other conference guests who are not submitting payment for their Dear Teacher ticket themselves. This option allows them to secure a ticket and create an invoice that their school, library, or organization is then responsible for paying.

This option appears at checkout when you register online.

How does the Invoice My School option work?

- Register for Dear Teacher 2024 online.
- Choose your workshop selections.
- Your ticket is secured at checkout and an invoice is created.
- Forward the invoice to your administrator for payment.
- Invoice is due 30 days from the date it is created. All invoices must be paid by September 13, 2024.

What if I need or want to cancel?

When you use the Invoice My School option, you are issued a ticket for which you owe payment, unless you cancel by September 13, 2024. To cancel a ticket, please contact Dawn Severns at dseverns@islandreadersandwriters.org.