

## MEMBERSHIP AUTO-RENEWAL AND CANCELLATION POLICY

*Effective April 25, 2024 – Updated April 25, 2024*

### Auto-Renewal

All SACNAS memberships are automatically renewed on the individual’s join/renewal date each year (365 days) and are non-refundable. By signing up for membership, individuals agree that the credit card on file on their member account will be charged on their renewal date until and unless canceled.

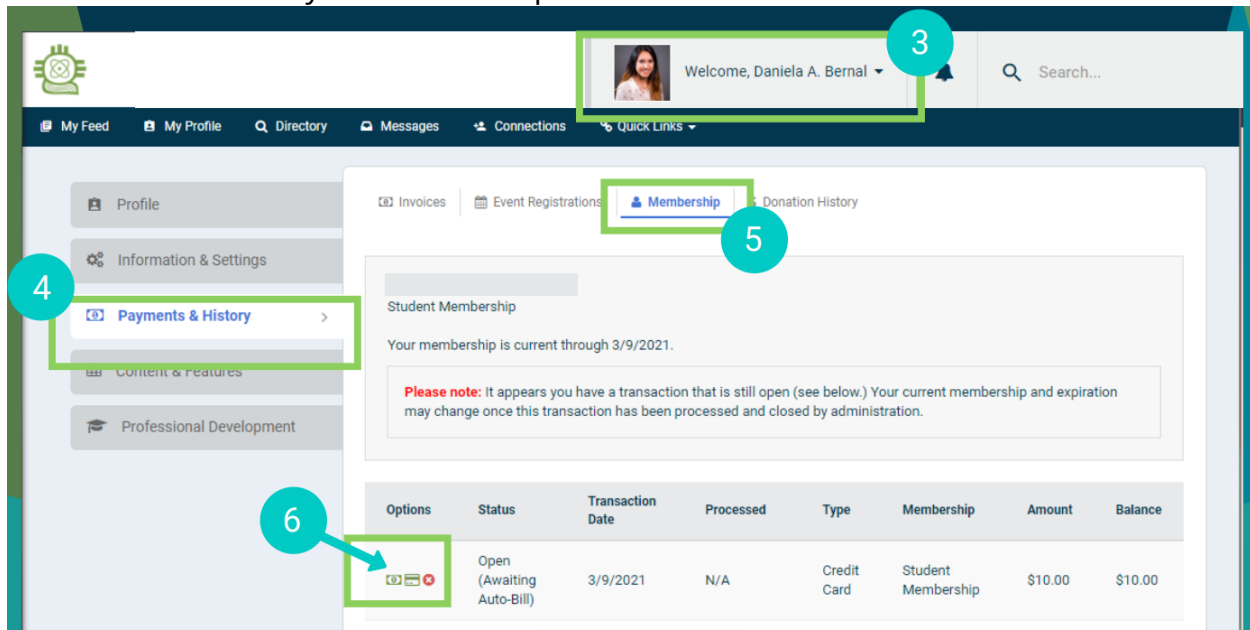
### Reminders

Members receive email reminders leading up to their expiration date: 30 days prior and 1 day prior. Emails will come from sender “members@sacnas.org”

### Cancellations

To cancel your membership/turn off auto-renew, please follow the following steps:

1. Click [HERE](#) or go to membership.sacnas.org
  - a. Log-in to your account
  - b. Click “Welcome, Your Name” in the top right corner of the screen. This will open a drop down menu > Select “Account + Settings”
  - c. Click “Payments & History”
  - d. Click “Membership”
2. Scroll down to your membership and click the X in the red circle.



**Transfers**

Membership can be transferred to another individual if that is preferred to a cancellation. To transfer your membership, please contact SACNAS Member Services at [members@sacnas.org](mailto:members@sacnas.org)

**Refunds**

Membership is non-refundable past 3 months of the transaction date. Any refunds past 15 days but within 3 months of the transaction date are subject to a \$5 processing fee. To submit a petition for a refund, please [submit this form](#) (<https://app.smartsheet.com/b/form/3c5ccd0051f648e2992fff149a08c55b>) or contact SACNAS Member Services at [members@sacnas.org](mailto:members@sacnas.org)

For any additional questions, please contact Daniela Bernal, Director of Member Services at [members@sacnas.org](mailto:members@sacnas.org) or [daniela@sacnas.org](mailto:daniela@sacnas.org)