

# ***Pittsburgh Legal Administrators Association (PLAA)***

 A Chapter of the Association of Legal Administrators

## **2017-2018 Business Partnership Program**

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*(Program year is April 1, 2017 through March 31, 2018)*

*The PLAA is a 2016 Platinum Award  
Winner for Chapter Excellence*



# ***Pittsburgh Legal Administrators Association (PLAA)***

 A Chapter of the Association of Legal Administrators

## **2017-2018 Business Partnership Program**

### ***What is PLAA and Why Would You Want to be a Business Partner***

The PLAA is a chapter of the Association of Legal Administrators (ALA) and is a not for profit organization made up of law firm, corporate legal department and government agency decision-makers and managers. We currently have over 112 members in the Pittsburgh area, representing over 50 law firms, corporations and government agencies.

When evaluating needs for goods and services, our members are encouraged to consider companies which have developed a relationship with our Chapter, which typically is established through our Business Partner program each year. We have listed below some of the many reasons we value our Business Partner relationships:

- One of our primary missions is to educate our members to the highest standards, which is made possible in large part through your sponsorship dollars.
- Chapter members depend upon contacts within the business community who will share information about their products and services and/or expertise in a given field to help them stay educated in those areas. We often ask them to present this information at one of our educational meetings.
- Experience and trust grow from consistent and repeated contact with our Business Partners, which allow administrators to rely on resources outside their firms.
- Trusting vendor relationships bring to the administrator enhanced credibility and improved quality of management within legal service organizations.
- Business Partners who provide external services are our first choice in seeking service providers.

The Pittsburgh Legal Administrators Association (PLAA) invites you to join us in educating and supporting the legal community in 2017-2018 by participating in our Business Partnership Program. We hope you find this Guide useful when planning your future involvement with PLAA. We recognize, appreciate and value the knowledge, participation and commitment from our current Business Partners and hope to build new partnerships in the coming year. Your continued support is invaluable to our success.

# ***Pittsburgh Legal Administrators Association (PLAA)***

 A Chapter of the Association of Legal Administrators

## **2017 Sponsorship Opportunities**

Supreme Court Sponsor.....	\$7,500
Federal District Sponsor.....	\$6,000
Superior Court Sponsor.....	\$3,000
Civil Court Sponsor.....	\$1,500
Event Sponsor* .....	\$500

\*limited to (3) Education Session sponsors and (6) Event sponsors (ex. Golf)

# **Pittsburgh Legal Administrators Association Business Partnership Program 2017 Partnership Levels**

## **Supreme Court Sponsor: \$7,500**

- Recognition as Supreme Court partner at Attorney/Administrator Event, in event program and advance notices. Opportunity for three partner representatives to attend and be introduced at event.
- Acknowledgment as Supreme Court partner from podium, in program and advance notices of the Exhibit Show. Opportunity for four partner representatives to attend the event. Additional attendees will be subject to additional costs. Choice of table location. Back cover full page ad in the program.
- A representative from your company is invited to attend one lunch with minimum of two members of PLAA Board of Directors or Business Partner Relations Committee during the program year.
- Join us for a complimentary lunch at one Chapter meeting. At the beginning of this meeting, three partner representatives will have 10 minutes total to introduce themselves, speak about your company and services. The Supreme Court partner will be listed in the event calendar on the Chapter's website for the date the representative will attend this meeting.
- Opportunity for up to four representative's to attend an event at the ballpark, date TBD
- Invited to participate at the PLAA Golf outing in fall 2017 date details and representative to attend TBD..
- Join us for the Business Partners Appreciation Event/Annual PLAA Holiday Party, acknowledgment as the top level partner. Opportunity for four partner representatives to attend and be introduced at this event.
- Join us for a Business Partner Networking Happy Hour date TBD
- Automatic member of the Business Partner Advisory Committee.
- Listing in the Business Partner Directory (under the categories you select) on the PLAA website. The Business Partner Directory may be downloaded by all members and Business Partners.
- Partner logo will be displayed prominently on the PLAA website ([www.plaa.com](http://www.plaa.com)) home page and vendor page, hyperlinked to the partner's website during the program year.
- PLAA full member list, including member name, firm affiliation, address, phone number and email address, with updates as they occur.
- Opportunities to participate with our members at the various Community Connection event(s).
- Opportunity to start discussions on industry trends and solutions on the PLAA website via social media.

# **Pittsburgh Legal Administrators Association Business Partnership Program 2017 Partnership Levels**

## **Federal District Court Sponsor: \$6,000**

- Recognition as Federal District Court partner at Attorney/Administrator Event and in event program. Opportunity for two partner representatives to attend and be introduced at event.
- Acknowledgment as Federal District Court partner at the Exhibit Show and in the event program. Opportunity for three partner representatives to attend the event. Additional attendees will be subject to additional costs. Choice of table location.
- Join us for a complimentary lunch at one Chapter meeting. At the beginning of this meeting, two partner representatives will have a total of 10 minutes to introduce themselves, speak about your company and services. The Federal District Court partner will be listed in the event calendar on the Chapter's website for the date the representative will attend this meeting.
- Opportunity for up to three representative's to attend an event at the ballpark, date TBD
- Invited to participate at the PLAA Golf outing in fall 2017 date details and representative to attend TBD.
- Join us for the Business Partners Appreciation Event/Annual PLAA Holiday Party, acknowledgment as the top Federal District Court partner. Opportunity for three partner representatives to attend and be introduced at this event.
- Join us for a Business Partner Networking Happy Hour date TBD.
- Automatic member of the Business Partner Advisory Committee
- Listing in the Business Partner Directory (under the categories you select) on the PLAA website. The Business Partner Directory may be downloaded by all members and Business Partners.
- Partner logo will be displayed prominently on the PLAA website ([www.plaa.com](http://www.plaa.com)) home page and vendor page, hyperlinked to the partner's website during the program year.
- PLAA full member list, including member name, firm affiliation, address, phone number and email address, with semi-annual updates.
- Opportunities to participate with our members at the various Community Connection event(s).
- Opportunity to start discussions on industry trends and solutions on the PLAA website via social media.

**Pittsburgh Legal Administrators Association**  
**Business Partnership Program**  
**2017 Partnership Levels**

**Superior Court Sponsor: \$3,000**

- Recognition as Superior Court partner at Attorney/Administrator Event in event program. Opportunity for one partner representative to attend event.
- Recognition as Superior Court partner in event program of the Exhibit Show. Opportunity for two partner representatives to attend the event. Additional attendees will be subject to additional costs.
- Join us for a complimentary lunch at one Chapter meeting. At the beginning of this meeting, one partner representative will have a total of 10 minutes to introduce himself, speak about your company and services. The Superior Court partner will be listed in the event calendar on the Chapter's website for the date the representative will attend this meeting.
- Opportunity for two representative's to attend an event at the ballpark, date TBD
- Invited to participate at the PLAA Golf outing in fall 2017 date details and representative to attend TBD.
- Join us for the Business Partners Appreciation Event/Annual PLAA Holiday Party, acknowledgment as the Superior Court partner. Opportunity for two partner representatives to attend and be introduced at this event.
- Join us for a Business Partner Networking Happy Hour date TBD.
- Listing in the Business Partner Directory (under the categories you select) on the PLAA website. The Business Partner Directory may be downloaded by all members and Business Partners.
- Partner logo will be displayed prominently on the PLAA website ([www.plaa.com](http://www.plaa.com)) home page and vendor page, rotating with other Superior Court partners, hyperlinked to the partner's website during the program year.
- PLAA full member list, including member name, firm affiliation, address, phone number and email address, with semi-annual updates.
- Opportunity to serve as a member of the Business Partner Advisory Committee.
- Opportunities to participate with our members at the various Community Connection event(s).
- Opportunity to start discussions on industry trends and solutions on the PLAA website via social media.

**Pittsburgh Legal Administrators Association  
Business Partnership Program  
2017 Partnership Levels**

**Civil Court Sponsor: \$1,500**

- Recognition as Civil Court partner in Attorney/Administrator Event program.
- Recognition as Civil Court partner in Exhibit Show program. Opportunity for two partner representatives to attend the event.
- Opportunity for two representative's to attend an event at the ballpark, date TBD
- Invited to participate at the PLAA Golf outing in fall 2017 date, details and representative to attend TBD.
- Join us for the Business Partners Appreciation Event/Annual PLAA Holiday Party, acknowledgment as the Civil Court partner. Opportunity for two partner representatives to attend and be introduced at this event.
- Join us for a Business Partner Networking Happy Hour date TBD.
- Partner name/logo will be displayed on the PLAA website ([www.plaa.com](http://www.plaa.com)) vendor page, hyperlinked to the partner's website during the program year.
- Listing in the Business Partner Directory (under the categories you select) on the PLAA website. The Business Partner Directory may be downloaded by all members and Business Partners.
- PLAA full member list, including member name, firm affiliation, address, phone number and email address on labels for one mailing.
- Opportunity to serve as a member of the Business Partner Advisory Committee.
- Opportunities to participate with our members at the various Community Connection event(s).
- Opportunity to start discussions on industry trends and solutions on the PLAA website via social media.

**Pittsburgh Legal Administrators Association  
Business Partnership Program  
2017 Partnership Levels**

**Event\* Sponsorship: \$500**  
*(Limited to Sponsorships levels listed below)*

Sponsorship of one of the following PLAA Chapter events:

OPTION 1 - EDUCATION SESSION - AVAILABLE TO 3 SPONSORS

- Attendance by one (1) company representative to speaker sponsored PLAA chapter meeting.
- Sponsor recognition from the podium at sponsored event.
- Sponsor recognition on all correspondence regarding event.
- Sponsor recognition on PLAA chapter website for the month sponsored.
- Attendance and complimentary lunch for one (1) company representative at the PLAA Annual Business Partners Appreciation Event
- Invited for (1) to participate at the PLAA Golf outing in fall 2017 date and details TBD..
- Join us for a Business Partner Networking Happy Hour date TBD

OPTION 2 - GOLF OUTING SPONSOR - AVAILABLE TO 6 SPONSORS

- Attendance by one (1) company representative to event sponsored PLAA.
- Sponsor recognition from the podium at sponsored event.
- Sponsor recognition on all correspondence regarding event.
- Sponsor recognition on PLAA chapter website for the month sponsored.
- Attendance and complimentary lunch for one (1) company representative at the PLAA Annual Business Partners Appreciation Event
- Invited for (1) to participate at the PLAA Golf outing in fall 2017 date and details TBD.
- Join us for a Business Partner Networking Happy Hour date TBD

***\*Not eligible to participate in the Exhibit Show. If interested, table may be purchased for an additional \$1,000***



## Pittsburgh Legal Administrators Association 2017-2018 Business Partner Benefits “At a Glance”

Indicates number of company representative invited to attend	Supreme Court \$7500	Federal District Court \$6000	Superior Court \$3000	Civil Court \$1500	Event Sponsor
Recognition at Attorney/Administrator Event. Opportunity for representative to attend and be introduced.	3	2	1	■	
Opportunity for partner representative to attend Exhibit Show	4	3	2	2	
Opportunity for one representative to participate in New Member event	■				
Representative to attend one lunch with two members of PLAA Board of Directors or Business Partner Relations Committee	2				
Lunch at one Chapter Meeting with a 10 minute presentation and small table for your company.	3	2	1		
Invited to participate, PLAA Education Conf	■	■	■	■	■
Invited to PLAA Golf outing in fall date TBD	**	**	**	**	**
Invited to attend event at the ballpark with PLAA members date TBD	4	3	2	2	
Business Partners Appreciation Event/Annual PLAA Holiday party	4	3	2	2	1
Business Partner Appreciation Happy Hour date TBD	4	3	2	2	1
Automatic member of the Business Partner Advisory Committee	■	■			
Opportunity to serve as a member of the Business Partner Advisory Committee			■	■	
Listing in the Business Partner Directory	■	■	■	■	■
PLAA website advertising	■	■	■	■	
PLAA full member list	■	■	■	■	■
Opportunities to participate at various Community Connection events	■	■	■	■	■
Opportunity to start discussions on industry trends and solutions on the PLAA website via social media	■	■	■	■	

\*if sponsoring golf event \*\* details have not been finalized that will determine how many can attend based on sponsor level

# Pittsburgh Legal Administrators Association 2017-2018 Business Partner Activities Calendar “At a Glance”

**JANUARY**

Remember to submit your 2017-18 Sponsorship!

2016-17 Business Partner Networking Happy Hour

**JULY**

BPRC and BP Advisory Panel to meet to discuss BP Exhibit

Pirate game with PLAA members

**FEBRUARY**

BPRC & BP Advisory Panel to meet to discuss upcoming BP Exhibit

**AUGUST**

**MARCH**

Sponsorship Forms due March 2

PLAA Attorney/Administrator Luncheon

**SEPTEMBER**

PLAA Golf outing – date TBD and location

**APRIL**

Beginning of new PLAA Board term

2017-18 Business Partner Networking Happy Hour

**OCTOBER**

New BP Advisory Panel members invited to join BPRC

**MAY**

Business Partner Exhibit show TBD

**NOVEMBER**

Community Service Event

**JUNE**

Business Partner Exhibit TBD

(details forthcoming)

**DECEMBER**

Holiday Social and Business Partner Appreciation Event

# PLAA 2017-18 Business Partnership Registration Form

DUE MARCH 1, 2017

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Company Website (for link to www.plaa.com): \_\_\_\_\_

**Pittsburgh Legal Administrators Association** appreciates your support and pledges to provide the benefits listed in our partnership benefit package. Business development, strong relationships and quality service are the lifeblood of the legal industry. We trust that your partnership with PLAA will benefit both your company and the many ALA members who participate in our outstanding programs.

**PLAA Partnership Levels:** Please select one of the following partnership packages and complete the Product/Service Categories page for company listing in the Business Partner Directory.

- Supreme Court ..... \$7,500
- Federal District Court ..... \$6,000
- Superior Court ..... \$3,000
- Civil Court ..... \$1,500

**Event Sponsorship:**

- Yes, we will sponsor a "Education Program" ..... \$500  
*Limited to 3 Sponsors*  
*Sponsors are invited to attend their sponsored program.*

**Event Sponsorship:**

- Yes, we will sponsor "PLAA Golf outing reception" ..... \$500  
*Limited to 6 Sponsors*  
*Sponsors are invited to attend their sponsored program*

Total Amount Enclosed .....\$ \_\_\_\_\_

**PLEASE FORWARD REGISTRATION FORM AND PAYMENT TO:**

Pittsburgh Legal Administrators Association  
c/o Sandra Fantini  
Papernick & Gefsky, LLC  
301 Grant Street, Suite 3420  
One Oxford Centre  
Pittsburgh, PA 15219  
sfantini@papernick-gefsky.com

In order to be listed in the 2017-2018 Business Partner Directory, sponsorships must be established and information received no later than March 2, 2017.

**Quick checklist:**

- Mail completed 2017-2018 Business Partner Registration Form and check to Sandra Fantini.
- Complete attached Product/Services Categories and return with Registration Form to be included in the Business Partner Directory.

## Product/Service Categories

(Please select three for company listing in Business Partner Directory and [www.plaa.com](http://www.plaa.com))

Accounting / Auditing & Tax Service
Architecture
Audio / Video Conferencing
Banking
Benefits / Retirement Services
Business Continuity Planning
Business Valuation Services
Coffee / Refreshment Services & Supplies
Commercial Carpet / Floor Covering
Commercial Property & Casualty Insurance
Computer Hardware
Computer Software
Copiers / Scanners / Printers / Imaging Solutions
Corporate Catering / Dining
Cost Recovery
Court Reporting & Videography
Digital Dictation Equipment
Disaster Prevention / Recovery
Docketing / Calendaring
Document Management / Retrieval / Destruction
e-Discovery
Email / Spam Protection
Ergonomics
Facilities Management / Billing Software
Financial Services/ Management
Furniture
Green Business Solutions
Group Benefits
Human Resources
Insurance-Related Services
Internet
Litigation Support Services

Managed Print Services
Manufacturing
Marketing
Messenger Service
Moving – Offsite / Onsite
Network Administration / Consulting
Office Supplies / Stationery / Forms
Offsite Storage
Photographer
Placement Services
Print Management
Printer / Engraver
Promotional Products
Real Estate / Brokerage
Records Management
Recruiting / E-cruiting / Placement Services
Relocation Consultants
Retirement Programs / Services
Risk Management
Space Planning / Design
Strategic Planning
Strategic Planning for Real Estate
Telecommunications / Telephone Systems
Temporary / Temporary to Hire Placement / Contract Placement Services
Tenant Advisory Services
Training and Development
Unified Messaging
Voice and Data Cabling
Voice Over IP
Water Systems
Wealth Management
Webinars / Web Conferencing

In order to be listed in the 2017-2018 Business Partner Directory, sponsorships must be established and information received no later than March 2, 2016.

## **Reasons Why You Should be a Sponsor**

- Chapter members depend on contacts within the business community who will share information about their products and services to help them stay educated in those areas.
- Experience and trust grow from consistent and repeated contact with our Business Partners, which allow administrators to rely on resources outside their firms.
- Trusting partner relationships bring to the administrator enhanced credibility and improved quality of management within legal services organizations.
- Those who provide our external business services are our first choice in seeking sponsorships.
- By supporting PLAA's strong network of legal buyers, you will reinforce your company's image with the top decision-makers from firms and law offices of every size.

Supporting PLAA's program is one of the best decisions that you will make this year. We hope you find the 2012 Business Partnership Program opportunities and the services of our Vendor Relations Committee useful when planning your future involvement with the PLAA.

Thank you for all you have done and continue to do in helping us achieve our mission. We value your knowledge, participation and commitment. We appreciate your support in helping us succeed!

## **General Information**

### **About ALA**

The Association of Legal Administrators (ALA) was formed in 1971 to support professionals involved in the management of law firms, corporate legal departments and government legal agencies. The Association's mission is to "promote and enhance the competence and professionalism of legal administrators and all of the management team." ALA provides education opportunities and services to more than 10,000 members representing more than 6,700 employers in over 27 countries. For more information on the Association, visit ALA's website at [www.alanet.org](http://www.alanet.org).

### **About PLAA**

The Pittsburgh Legal Administrators Association (PLAA) is a non-profit educational organization serving administrative professionals from private law firms, corporate legal departments, and government agencies in the southwestern Pennsylvania legal community. The mission of the PLAA is to provide a local forum of professional and educational enrichment.

On March 19, 1975, the PLAA became a twelve member chapter of the international Association of Legal Administrators. Since then, the PLAA has grown to a membership of more than 100 professionals.

Each member of PLAA has made a personal commitment to professionalism in law office administration. Our local association provides continuing support, educational opportunities and information designed to assist our members in their chosen profession. The strength of PLAA lies in its members and their willingness to participate in the Association and further its goals. For more information on PLAA, visit our website at [www.plaa.com](http://www.plaa.com).

Membership in the ALA is a prerequisite of membership in the PLAA. PLAA members take advantage of the ever increasing array of membership services and programs offered by the ALA. ALA members are eligible for an associate membership in the American Bar Association, a further recognition of the vital role played by administrators in modern law office management.

### **PLAA Board of Directors and Committee Chairs**

The PLAA Board of Directors includes our President, President-Elect, Secretary, Secretary-Elect, Treasurer, Treasurer-Elect, and Past President. Elections occur in March and officers begin their terms on April 1 of each year. PLAA also has a number of standing committees. Please visit [www.plaa.com](http://www.plaa.com) for a list of current Board of Directors members and committee chairs, and their contact information.

### **Business Partner Advisory Panel**

In 2008, the PLAA formed a Business Partner Advisory Panel (BPAP) consisting of Business Partner representative sponsors from the Chapter's Business Partners Relations Program. Participants on this panel are selected through an application process and serve a two-year term. Their objectives include assisting the Business Partners Relations Committee (BPRC) by providing suggestions and feedback regarding the PLAA annual exhibit show; work with the BPRC to enhance the understanding and appreciation of mutually beneficial relationships between members, business partners, and ALA and the PLAA; and act as a sounding board for the BPRC's efforts to create a best practices environment at all levels of ALA and the PLAA.

## **Events and Activities**

### **Regular Meetings**

PLAA membership meetings occur in February, June, September, November and December. These meetings provide members an environment conducive to information networking and the exchange of ideas concerning trends and developments affecting the legal and business community. The majority of these meetings also offer speakers on topical issues.

### **Educational Conference**

Business Partners are invited to participate in the bi-annual education conference. Business Partners may attend educational sessions and social events throughout the conference, simply for the cost of registration. The next conference will be 2018, date and location to be determined. Our education conference kicks off with a golf outing for all PLAA members and

Business Partners – we certainly hope you'll plan to attend as this is another opportunity to build personal relationships with our members and guests.

### **Educational Events**

Through the organization's Education Committee, a variety of educational experiences are sponsored to enhance the personal and professional growth of members. Events include, but are not limited to, seminars, roundtable discussions, and the presentation of ALA portable courses.

Business Partners may wish to sponsor one (1) of the "Education Programs" which are held in conjunction with the following organizations: International Legal Technology Association (ILTA), Professional Services Marketing Association (PSMA), American Association of Law Libraries (AALL), American Records Management Association (ARMA International), International Paralegal Management Association (IPMA), and The Association of Legal Career Professionals (NALP). As these are ancillary events to the Business Partnership Program, there is a \$500 fee to sponsor an event and are limited to three (3) sponsored events.

### **Exhibit Show**

The PLAA Exhibit date to be determined – May or June, 2017. Details for the Exhibit will follow in January. However, it is our hope you will take advantage of this exceptional opportunity to participate in an event that will give you unfettered, one-on-one contact with legal administrators and decision-makers from law firms and legal departments. You will find no better venue than this show to have the opportunity to build personal relationships with our members and guests. No amount of marketing through advertising mailers or telephone solicitations can compare to the opportunity to have face-to-face time with members in this type of relaxed setting.

### **Annual Attorney/Administrator Event**

The PLAA sponsors this special event where PLAA members, and members of their organizations management, are invited to interact with their counterparts from other organizations. The event typically includes a social hour, a superb lunch or dinner, and a presentation from a prestigious speaker. The event reinforces the value of a PLAA membership and raises the awareness of the role played by the legal administrator in the modern legal environment.

### **E-Newsletter**

The Chapter's e-newsletter, To The Point, serves to maintain quarterly communications to all members, and also includes timely educational articles. The monthly electronic newsletter, To The e-Point, contains more timely reminders of PLAA events to keep members informed and involved.

### **Chapter Website**

The PLAA website is a great way for members and business partners to get up-to-date information on Chapter activities. Check out our newly designed website at [www.plaa.com](http://www.plaa.com).

### **LinkedIn Group**

This year, we will kick-off use of the LinkedIn Group on the PLAA website. Business Partners will be invited to host discussions on industry trends and solutions, and various topics of interest to our members. While this is not a sales vehicle nor will sales discussions be permitted, these discussions may be started by a Business Partner and are open to all PLAA members wishing to participate. These discussions will be moderated ensuring that the discussions and topics are in compliance with the PLAA Anti-trust Guidelines.

### **Membership Directory**

The Chapter's membership directory is provided in electronic form to all PLAA members on the Members Only section of the Chapter's website. The membership directory will be available to our business partners in selected sponsorship packages.

### **PLAA Community Connection**

ALA encourages its members to come together to contribute time, energy and resources toward improving their own communities. Each year, PLAA members plan and promote our local Community Connection event(s). Business partners are encouraged to participate in the community service project(s).

### **Business Partner Appreciation Event**

Our Business Partner Appreciation Event honors our annual sponsors at a private social event with PLAA members. We are moving our Business Partner Appreciation Event to coincide with our annual Holiday Party. This is one of our most well-attended member events and we hope you will join us.

### **Business Partner Networking Event \*\*\*\*NEW EVENT ADDED\*\*\*\***

Our Business Partner Networking Event gives our sponsors a private social event with PLAA members. This event allows all to network and get to know members and business partners.

### **PLAA and Business Partner Ballgame Event**

PLAA event at the ballgame with Business Partners. This honors our annual sponsors at a private social event with PLAA members. This is a well-attended member events and we hope you will join us

### **PLAA/Business Partner Golf Event\*\*\*\*\*NEW EVENT ADDED\*\*\*\***

Business Partners are invited attend in the bi-annual golf outing. This event will occur on years opposite of the Education Conference. Business Partners may attend based on sponsorship level. The golf outing will be in September/October 2017, date and location to be determined. Our golf outing for all PLAA members and Business Partners is another opportunity to build personal relationships with our members and guests.

\*\*\*\*Information on new events and benefits will be sent out when details finalized\*\*\*\*



## **2017 Pittsburgh Legal Administrators Exposition Exhibitor Levels and Benefits**

This one-day event will be held in May or June, 2017 (date to be determined). The following chart shows the various exhibiting levels and the tangible benefits you will receive for each sponsorship level. As an exhibitor, you are encouraged to participate at the luncheon and cocktail reception offered at this event. These activities increase your opportunity to build relationships. For further information regarding this event, please refer to the registration form included in this packet.

<b>Exhibitor Level</b>	<b>Supreme Court</b>	<b>Federal District Court</b>	<b>Superior Court</b>	<b>Civil Court</b>
Table location	Prime <sup>1</sup>	Prime <sup>2</sup>	Excellent	Good
Maximum number of complimentary registrations (which include exhibit hall badges and cocktail reception)	4	3	2	2
Opportunity to purchase additional registrations which includes cocktail reception.	2 at \$100 each	1 at \$200 each	1 at \$300 each	1 at \$500 each
Include company logo on signage and final program	Included	Included	Included	Included
Special acknowledgement in Exhibit Show brochure	Included	Included		
Receive membership list	Included	Included	Included	Included

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<sup>1</sup> Supreme Court level exhibitors may select their table location on a first-come, first-served basis. This will be determined by receipt of sponsorship funds.

<sup>2</sup> Federal District Court level exhibitors may select their table location on a first-come, first-served registration basis from the remaining prime table locations available. This will be determined by receipt of sponsorship funds.