



CHANGE

embrace integrate manage

BCLMA 2012 CONFERENCE
OCTOBER 26-27, 2012
RICHMOND, BC



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RIVER ROCK CASINO RESORT
RICHMOND, B.C.

THE BCLMA 2012 CONFERENCE IS AN EFFECTIVE AND SIGNIFICANT OPPORTUNITY FOR EDUCATION, NETWORKING AND SHARING OF CURRENT ISSUES AFFECTING THE LEGAL INDUSTRY TODAY.

By sponsoring this major event you are guaranteeing your company visibility and the opportunity to develop new business relationships. This forum will allow you to connect with a dynamic group of decision makers (Administrators & Managers) in the BC Legal Profession. Currently our association has 345 individuals representing 115 law firms across the province. These individuals are leaders in their law firms in the area of administration, finance, human resources, facilities and services, knowledge management, information technology and training.

SPONSORSHIP OPPORTUNITY

BCLMA greatly values the support we receive from sponsors. The 2012 Conference Organizing Committee is offering a limited number of sponsorship opportunities. We strive to provide superior value to our sponsors and have made a conscious effort to keep costs in line with our 2010 conference.

BCLMA is embracing CHANGE, the theme of our conference, and are committed to offer a "less paper" conference. We encourage our Sponsors to join us and would greatly appreciate your ideas to help us achieve our goal.

The BCLMA conference offers great exposure in a positive environment close to Vancouver making it easy for your organization to participate. We hope to see you there!

PLATINUM

SPONSORSHIP PROGRAM | PLATINUM LEVEL

TWO AVAILABLE - \$8,000

PLATINUM SPONSOR BENEFITS

- Company name and logo on BCLMA website home page, Business Partners' page and home page rotation spots
- Signage recognition as a Platinum sponsor at the conference
- Company name/logo on conference printed material and/or electronic material
- Company name and logo on conference marketing material
- Company acknowledged at the beginning and end of conference
- Invitation for 3 to attend Friday's breakfast, lunch, dinner and Saturday's breakfast
- Opportunity to host either Friday or Saturday's General Session
- Verbal acknowledgement as the General Session sponsor
- Sponsor may introduce speaker at their sponsored General Session
- Signage at entrance to event indicating sponsorship
- Opportunity to co-host Trade Show Reception
- Complimentary drinks and appetizers at Trade Show Reception
- Two complimentary tradeshow booths
- Choice of location for tradeshow booths
- Signage recognition at the booth and level of sponsorship
- Three booth personnel badges
- Opportunity to distribute promotional items in delegate bag
- Acknowledge of sponsorship in BCLMA newsletter
- Complimentary company listing, BCLMA Business Directory for one year
- Complimentary list of delegates (one week in advance)



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GOLD

SPONSORSHIP PROGRAM | GOLD LEVEL

THREE AVAILABLE - \$5,500

GOLD SPONSOR BENEFITS

- Company name and logo on BCLMA website's Business Partners' page and home page rotation spot
- Signage recognition as a Gold sponsor at the conference
- Company name/logo on conference printed material and/or electronic material
- Invitation for 2 to attend Friday's dinner
- Opportunity to host either the Friday breakfast, Friday lunch or Friday night dinner *
- Verbal acknowledgement as the meal event sponsor
- Signage at entrance to event indicating sponsorship
- Signage recognition at a coffee break
- One complimentary tradeshow booth
- Signage recognition at the booth and level of sponsorship
- Two booth personnel badges
- Complimentary drinks and appetizers at Trade Show Reception
- Opportunity to distribute promotional items in delegate bag
- Acknowledge of sponsorship in BCLMA newsletter
- Complimentary company listing, BCLMA Business Directory for one year
- Complimentary list of delegates (one week in advance)

** Friday dinner attendance is not sponsor exclusive. All tiered sponsors are invited to attend.*



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SILVER

SPONSORSHIP PROGRAM | SILVER LEVEL

FIVE AVAILABLE - \$3,000

SILVER SPONSOR BENEFITS

- Company name and logo on BCLMA website's Business Partners' page
- Signage recognition as a Silver sponsor at the conference
- Company name/logo on conference printed material and/or electronic material
- Invitation for 2 to attend Friday's dinner
- Opportunity to host one of 4 workshops or Saturday morning breakfast
- Verbal acknowledgement as the event sponsor
- Signage at entrance to event indicating sponsorship
- One complimentary tradeshow booth
- Signage recognition at the booth and level of sponsorship
- Two booth personnel badges
- Complimentary drinks and appetizers at Trade Show Reception
- Opportunity to distribute promotional items in delegate bag
- Acknowledge of sponsorship in BCLMA newsletter
- Complimentary company listing, BCLMA Business Directory for one year



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SUPPORTER

SPONSORSHIP PROGRAM | SUPPORTER LEVEL

UNLIMITED - \$500

SUPPORTER SPONSOR BENEFITS

- Company name/logo on conference printed material and/or electronic material
- Signage recognition at a workshop coffee break
- Opportunity to distribute promotional items in delegate bag
- Acknowledge of sponsorship in BCLMA newsletter
- Opportunity to place company listing, BCLMA Business Directory for one year at a reduced rate

PARTICIPANT

30 BOOTHS - \$1,000

TRADE SHOW PARTICIPANT

- Trade show booth *
- Two booth personnel badges
- Complimentary drinks and appetizers at Trade Show Reception
- Company name/logo on conference material for delegates
- Opportunity to distribute promotional items in delegate bag
- Acknowledge of sponsorship in BCLMA newsletter
- Opportunity to place company listing, BCLMA Business Directory for one year at a reduced rate

TRADE SHOW AND BOOTH DETAILS

- The Trade Show is a two-hour show and reception that will take place on Friday, October 29 from 4:00 - 6:00p.m.*
- Trade Show booths are 10'd x 8'w preset with one skirted table and two chairs at no charge
- We ask Trade Show participants to donate a prize for the Prize Draw at the end of the Trade Show

**Extra electrical charges may apply depending on participants' display.*



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VENDOR REGISTRATION FORM

Company Name: _____

(The company name printed here will appear on all sponsorship material)

Contact Name: _____

Mailing Address: _____ City: _____ Prov: _____ Postal: _____

Phone: _____ Fax: _____

Email Address of Contact Person: _____ Company Website: _____

Our company would like to participate in BCLMA's 2012 Conference, Change - embrace • integrate • manage, October 26 - 27, 2012.

We would like to sponsor: PLATINUM \$8,000.00 + tax SILVER \$3,000.00 + tax TRADE SHOW \$1,000.00 + tax
 GOLD \$5,500.00 + tax SUPPORTER \$500.00 + tax

We are unable to attend this year; we are interested in becoming a Contributor Sponsor by making the following donation:

Gift for the prize draw (value of \$50 or more): (please specify) _____

Paperless items for the delegate gift bags: (please specify) _____

Draw prizes and delegate gift are to be delivered to the BCLMA office by Friday, October 19, 2012.

Sponsorship is available in limited quantities on a first-come, first-served basis and at the discretion of the Board of Directors.

A non-refundable 50% deposit plus 12% HST is due by April 30, 2012. Final payment is due August 24, 2012.

Tradeshaw space cancellations received prior to September 16, 2012 will guarantee a refund of monies paid less the 25% deposit. Regretfully, no refunds will be issued for cancellation received after September 16, 2012.



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Please complete and return this form to:
Conference Sponsorship / Trade Show Booth Sales

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