



Palm Beach County
Chapter

2 0 1 7

**BUSINESS
PARTNER**

guide

2017 BUSINESS PARTNER LEVELS AT A GLANCE

Benefits	Platinum \$2,750	Gold \$1,500	Silver \$750	Small Business Partner \$250	In-Kind Exchange
Chapter Member List in PDF with Quarterly Updates <i>as requested</i>	✓	✓	✓		✓
Website BP Listing with Contact Info	✓	✓	✓	✓	✓
Bi-Monthly Chapter Newsletter	✓	✓			✓
Bi-Monthly Chapter Newsletter - One Quarter Page Ad in Month of Choice	✓				
February Happy Hour w/Members	✓				
Chapter Luncheons - 2 Free for 1 representative & additional luncheon attendance - \$30/pp *	✓				
Chapter Luncheons - \$40/pp *	✓	✓			
Legal Expo/Event - includes 1/4 page Ad in Program	✓				
Legal Expo/Event **		✓	**	**	**
Fall Happy Hour w/Members	✓	✓			✓
Business Partner Feedback Luncheon	✓	✓			✓
Holiday Party w/Members	✓	✓			✓
Exclusive Opportunity until March 31 Sponsorship of Attorney Appreciation or Scholarship Luncheons	✓				

Exclusive for Platinum Members

*NOTE: Limit of 2 BP at each luncheon, first come first served basis

**Legal Expo/Event - Reduced price of Booth or Entrance to Event

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BUSINESS PARTNER LEVELS

■ PLATINUM ~ \$2,750

- Chapter Member List in PDF with Quarterly Updates as requested
Requires signed Confidentiality Agreement.
- Website
Listing in business partner section on website with company name, address, contact name, telephone, e-mail address, website link and logo
- Bi-Monthly Chapter Newsletter
One Quarter Page Ad in month of choice (\$75 Value)
- February Happy Hour with Members
Exclusive to Platinum Business Partners
Attendance by two representatives - additional representative \$40/pp
- Attend Chapter Luncheons
Attend 2 luncheons at no charge for one representative – additional representatives \$40/pp. Additional luncheons - \$40/pp
Ongoing social interaction with members
(Except Attorney Appreciation and Scholarship Luncheons*)
(Please see page 4 for more information on these exclusive events)
Note: Limit of 2 Business Partners at each luncheon, first come first serve basis
- Legal Expo\Event (March)
One booth\Attendance at Event
Attendance by four representatives, additional representative \$50/pp
Event program listing
Quarter page ad in program (\$250 Value)
Attendee list post-event
- Fall Happy Hour with Chapter Members
Attendance by two representatives - additional representative \$40/pp
- Business Partner Feedback Luncheon with Board of Directors (Fall)
Attendance by two representatives allowed.
- Holiday Party with Chapter Members (December)
Attendance by two representatives - additional representative \$60/pp

**Platinum business partners have until March 31st to request sponsorship (first come/first served). Registration will be open to all levels thereafter.*

■ GOLD ~ \$1,500

- Chapter Member List in PDF with Quarterly Updates as requested
Requires signed Confidentiality Agreement.
- Website
Listing in business partner section on website with company name, address, contact name, telephone, e-mail address, website link and logo
- Bi-Monthly Chapter Newsletter
- Attend 2 Chapter Luncheons - \$40/pp
Ongoing social interaction with members
(Except Attorney Appreciation and Scholarship Luncheons*)
(Please see page 4 for more information on these exclusive events)
Note: Limit of 2 Business Partners at each luncheon, first come first serve basis
- Legal Expo\Event (March)
One booth\Attendance at Event
Attendance by two representatives - additional representative \$50/pp
Event program listing
Attendee list post-event
- Fall Happy Hour with Chapter Members
Attendance by two representatives - additional representative \$40/pp
- Business Partner Feedback Luncheon with Board of Directors (Fall)
Attendance by one representative allowed.
- Holiday Party with Chapter Members (December)
Attendance by two representatives - additional representative \$60/pp

■ SILVER ~ \$750

- Chapter Member List in PDF with Quarterly Updates as requested
Requires signed Confidentiality Agreement.
- Website
Listing in business partner section on website with company name, address, contact name, telephone, e-mail address, website link and logo

- Legal Expo\Event (March) (Optional)
 - Reduced Price of Booth or Reduced Entrance to Event
 - Attendance by two representatives - additional representative \$50/pp
 - Event program listing
 - Attendee list post-event

■ **SMALL BUSINESS PARTNER (5 employees or less) ~ \$250**

- Website
 - Listing in business partner section on website with company name, address, contact name, telephone, e-mail address, website link and logo
- Legal Expo\Event (March) (Optional)
 - Reduced Price of Booth or Reduced Entrance to Event
 - Attendance by two representatives - additional representative \$50/pp
 - Event program listing
 - Attendee list post-event

■ **IN-KIND (Services/Products)
(Minimum value of \$1,000 - Maximum \$1,500)**

- Chapter Member List in PDF with Quarterly Updates as requested
 - Requires signed confidentiality agreement.*
- Website
 - Listing in business partner section on website with company name, address, contact name, telephone, e-mail address, website link and logo
- Bi-Monthly Chapter Newsletter
- Legal Expo\Event (March) (Optional)
 - Reduced Price of Booth or Reduced Entrance to Event
 - Attendance by two representatives - additional representative \$50/pp
 - Event program listing
 - Attendee list post-event
- Fall Happy Hour with Chapter Members
 - Attendance by one representative - additional representative \$40/pp
- Business Partner Feedback Luncheon with Board of Directors (Fall)
 - Attendance by one representative allowed.
- Holiday Party with Chapter Members (December)
 - Attendance by one representative - additional representative \$60/pp

AVAILABLE SPONSORSHIPS

- **Attorney Appreciation Luncheon (Fall)*** **\$750**
 - Exclusive sponsorship by one business partner
 - Attendance of two representatives
 - Special recognition on invitation, website and event
 - Brief introduction by company representative

- **PBCALA Scholarship Luncheon (June)*** **\$500**
 - Two sponsorships by two business partners available
 - Attendance of two representatives from each business partner
 - Special recognition on invitation, website and event
 - Brief introduction by company representative

* Platinum business partners have until March 31st to request sponsorship (first come/first served). Registration will be open to all levels thereafter.

- **Community Connection** **\$Varies**
 - Charity Fundraisers!

- **Chapter Happy Hours** **\$Varies**
 - Host your own Happy Hour with the members
 - You pick the day, you pick the place!
 - Available throughout the year - just ask!

- **Legal Vendors Expo\Event (March)**
 - One booth \$unknown
 - Admission of two representatives included
 - Each additional representative \$ 50
 - Event program listing
 - Event attendee mailing list following event

ADVERTISING RATES

■ **Legal Vendors Expo\Event Program (Prices below for Legal Expo only. Event Prices to be determined at time of Event)**

Full Page Ad	\$700
Half Page Ad	\$500
Quarter Page Ad	\$250
Business Card	\$150

■ **Bi-Monthly Chapter Newsletter**

Full Page Ad	\$250
Half Page Ad	\$125
Quarter Page Ad	\$75

IMPORTANT NOTES

- Registration required and is accepted on a first-come, first-serve basis.
- Signed and dated Confidentiality Agreement required.
- Payment must accompany registration in order for registration to be processed. No payment plans available.
- Logo files must be submitted in JPG, JPEG or GIF format. Please do not send PDF files.
- Registration deadlines:
 - Early Enrollment Discount (5%) December 15, 2016
 - Business Partner Levels January 31, 2017
 - Legal Expo\Event March 2017

BUSINESS PARTNER REGISTRATION FORM

Please complete entire form. (Yes, all contact fields are required.)

Company Name: _____

Address: _____

Primary Contact: _____ Phone: _____

Email: _____ Website: _____

Industry: _____

(What is the main kind of service/product your company produces?)

Select Business Partner Level:

Check One	Business Partner Level	Amount	Early Registration Discount*	Enclosed
<input type="checkbox"/>	Platinum	\$2,750	Less \$137.50	<input type="checkbox"/>
<input type="checkbox"/>	Gold	\$1,500	Less \$ 75.00	<input type="checkbox"/>
<input type="checkbox"/>	Silver	\$750	Less \$ 37.50	<input type="checkbox"/>
<input type="checkbox"/>	Small Business Partner	\$250	Less \$ 12.50	<input type="checkbox"/>
<input type="checkbox"/>	In-Kind	\$-0-		<input type="checkbox"/>

*Register on or prior to November 30th to receive discount.

Optional Annual Event (No early discounts):

Check One	Annual Event	Amount	Enclosed
<input type="checkbox"/>	Attorney Appreciation Luncheon	\$750	<input type="checkbox"/>
<input type="checkbox"/>	PBCALA Scholarship Luncheon	\$500	<input type="checkbox"/>

Optional Advertising:

Check One	Annual Event	Amount	Enclosed	Total Amount Enclosed _____
<input type="checkbox"/>	Legal Expo Program	Varies	<input type="checkbox"/>	
<input type="checkbox"/>	Newsletter	Varies	<input type="checkbox"/>	



_____ Check here if you wish to pay through PayPal. We will send you an invoice by email.

Please make check payable to PBCCALA and send with Registration to:

Sandra Bolin, Chairperson
 Business Partner Committee
 1555 Palm Beach Lakes Blvd, Ste. 1200
 West Palm Beach, Florida 33401
 (561) 655-0620
 bolin@caldwellpacetti.com

ONE YEAR LIST USAGE AND CONFIDENTIALITY AGREEMENT

This Agreement is made today by and between Palm Beach County Chapter Association of Legal Administrators (“PBCC ALA”), and Chapter Business Partner (“Business Partner”) and is effective through the end of the term of ONE CALENDAR YEAR in connection with the rental of member names, company affiliation, position held, contact information, affiliated firm information, etc. (“The List”). Business Partner promises and irrevocably and unconditionally agrees as follows:

1. Business Partner is granted use of The List for any mailings or marketing of any kind or in conjunction with any promotion for the duration of the term listed.
2. Business Partner will not disclose, transfer, duplicate, reproduce or share any part of The List with any third party, agent, employee, or contractor or their respective agents and employees.
3. The List is at all times the sole property of PBCC ALA, and Business Partner is not authorized to, and will not, disclose or use The List in any form or manner whatsoever in any mailing or telemarketing or in conjunction with any promotion in which The List is to be used upon the termination of the term of this agreement.
4. This agreement shall apply in all cases whether The List is used for mailing or telemarketing purposes, and whether it is provided on labels, tape, disk, cartridge, CD, or electronically transferred.
5. PBCC ALA reserves the right to monitor the use of The List to prevent improper and unauthorized use.
6. Business Partner acknowledges The List is proprietary and confidential and the property of PBCC ALA and any violation of this agreement will entitle PBCC ALA to terminate the entire term of sponsorship benefits of the Business Partner.
7. PBCC ALA provides the list to the Business Partner “as is” with any and all defects, errors or deficiencies.
8. PBCC ALA HEREBY DISCLAIMS ALL WARRANTIES IN THE LISTS, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
9. Any violation of any terms of this agreement by Business Partner will cause List Owner irreparable harm and damages and that, in the event of any breach by Business Partner, PBCC ALA may immediately terminate Business Partner’s entire benefit package.

Company: _____

Signature: _____ Date: _____

Print Name: _____ Email: _____