



**TLOMA** 2017  
**CONFERENCE**  
& **TRADE SHOW**  
OCT 25TH – 28TH, 2017  
DEERHURST RESORT

## BUSINESS PARTNER PROSPECTUS

### **Sponsorship Opportunities at the TLOMA 2017 Conference & Trade Show**

**Increase your organization's visibility!**



## SPONSORSHIP BENEFITS

The Law Office Management Association (TLOMA) encourages you to take part in our annual Conference and sign up to participate today! By participating in one of our Business Partner opportunities, you will get the visibility you are looking for and be provided an opportunity to network with TLOMA members.

### Reasons to Sponsor and/or Exhibit

- Increase your visibility among law firms through your connection with a trusted partner in the legal industry;
- Improve awareness of your offering through product samples or demonstrations;
- Capitalize on face-to-face relationship building opportunities with a select audience of decision makers and influencers;
- Inclusion in the Business Partner section of TLOMA's website provides pre-conference and post event on-line exposure;
- A targeted market means maximum value for your marketing investment.

### SPONSORSHIP OVERVIEW

Platinum Sponsor  
Gold Sponsor  
Silver Sponsor  
Trade Show Booth  
First time Participant Visitor Pass  
Welcome Networking Event/Dinner  
Thursday Networking Reception  
Thursday Networking Dinner  
Opening Keynote Speaker Sponsorship  
Closing Keynote Speaker Sponsorship  
Breakfast / Lunch / /Breaks  
Professional Development Session  
Wi-Fi Sponsor  
Charging Station Sponsor  
Bus Sponsor

**See the complete list of benefits on page 4 & 5.**

If you have any questions on Sponsorship and the Trade Show, please do not hesitate to contact:  
Liz Barrington, Director of Administration, TLOMA  
[lbarrington@tloma.com](mailto:lbarrington@tloma.com)



## SPONSORSHIP OPPORTUNITIES

	OPTIONS	AVAILABILITY	COST
	Platinum Sponsor	6	\$12,575
	Gold Sponsor	7	\$6,275
	Silver Sponsor	10	\$3,950
	Trade Show Booth	27	\$2,350
	First-time Visitor Pass	10	\$975
	Welcome Networking Event/Dinner	4	\$2,500
	Thursday Networking Reception	2	\$1,500
	Thursday Networking Dinner	4	\$2,500
	Opening Keynote Speaker Sponsorship	1	\$2,500
	Closing Keynote Speaker Sponsorship	1	\$2,500
	Breakfast / Lunch / Breaks	8	\$600
	Professional Development Session	8	\$1,500
	Wi-Fi Sponsor	1	\$1,500
	Charging Station Sponsor	1	\$2,500
	Bus Sponsor	2	\$1,000
NOTES	The Delegate list is available only for sponsorships totalling \$1,500+ TLOMA reserves the right to exercise its discretion in accepting or rejecting applications. If an application is not accepted, all monies will be returned to the Business Partner.		

## CONTRIBUTOR OPPORTUNITIES

These options are for companies that are unable to provide a Sponsorship or attend the Conference; however are interested in becoming a Conference Contributor by making the following donations:

	CONTRIBUTION	SPECIFY	VALUE
	Gifts for the General Prize Draw		
	125 items for the Delegate Bags		
	Provide a service		
NOTES	Prize Draw and Delegate Gifts are to be delivered to the TLOMA office by Monday, October 16, 2017.		

## 2017 Business Partner Sponsorship Opportunities

	Platinum	Gold	Silver	Trade Show Participant	Visitor Pass
	\$12,575	\$6,275	\$3,950	\$2,350	\$975
<b>Platinum Key Pass - includes:</b>					
Passes to all Professional Development sessions	4				
Passes to Breakfast and Lunch with the Delegates	4				
Company logo with link in TLOMA Conference marketing	Y				
Acknowledgment at TLOMA Events (Until December 31, 2017)	Y				
Quarterly email blast sent to the TLOMA members via TLOMA Campaign	Y				
Product Briefing Session post-conference	Y				
Double booth with Prime Location - table, 2 chairs, balloons	Y				
Sponsor Banner for display at your booth	Y	Y			
Preferred Booth Location – single booth, table, 2 chairs, balloons		Y	Y		
Single Booth, table, 2 chairs				Y	
Passes to Keynote Speaker sessions	2 + 4 Key Passes	4	2		
Sponsorship Level noted on your Name Badge	Y	Y	Y	Y	
Sponsor Acknowledgement in TLOMA Today - one issue	Y	Y	Y	Y	
Logo on Conference signage	Y	Y	Y		
Signage Recognition at Trade Show Entrance	Y	Y	Y	Y	
Lunch at Trade Show	4 + 4 Key Passes	6	4	2	Y
Booth personnel name badges	4 + 4 Key Passes	6	4	2	
Passes to the Welcome Networking Event/Dinner	4 Key Passes	4	2	1	
Passes to the Business Partner/Delegate Networking Reception/Dinner on Thursday	2 + 4 Key Passes	4	2	1	
Company Name linked to Company Website on TLOMA Business Partner Directory	Y	Y	Y	\$200/yr	
List of Delegates	Y	Y	Y	Y	
Link with Company LOGO on Sponsor Page of Conference Website	Y	Y	Y		
Link with Company Name on Sponsor Page of Conference Website				Y	
Visitor Pass for First Time Business Partner					1
<b>TOTAL Spaces Available</b>	<b>6</b>	<b>7</b>	<b>10</b>	<b>27</b>	<b>10</b>

## 2017 Business Partner Event Sponsorship Opportunities

	Breakfast Lunch/ Breaks	Welcome Networking Event/Dinner	Thursday Networking Reception	Thursday Networking Dinner	Opening Keynote Speaker	Closing Keynote Speaker	Professional Development Session	Wi-Fi Sponsor	Charging Station	Bus
	\$600	\$2,500	\$1,500	\$2,500	\$2,500	\$2,500	\$1,500	\$1,500	\$2,500	\$1,000
Sponsor Acknowledgement in TLOMA Today - one issue	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Logo on Conference signage	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Signage Recognition at Trade Show Entrance	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Attendee name badges	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Attendance at Sponsored Event	2	2	4	4	4	4	2			2
Company name listed in the Conference program	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Company Name linked to Company Website on TLOMA Business Partner Directory	\$200/yr	\$200/yr	\$200/yr	\$200/yr	\$200/yr	\$200/yr	\$200/yr	\$200/yr	\$200/yr	\$200/yr
List of Delegates		Y	Y	Y	Y	Y	Y	Y	Y	
Link with Company Name on Sponsor Page of Conference Website	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>TOTAL Spaces Available</b>	<b>8</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>2</b>



## 2017 Business Partner Registration Form

Secure your spot by completing the form below...

CONTACT INFORMATION			
Organization Name [name as shown will be used on all printed materials]:			
Authorized Representative:			
Title:			
Address:			
City:	Province:	Postal Code:	
Tel:	e-mail:		
Contact for Trade Show correspondence: [if different than the above]			
Tel:	e-mail:		
Company Website:			
Company Twitter Handle:			
Company LinkedIn link:			
Company Facebook link:			
Company description: [50 words or less]			
INVESTMENT	COST	HST @ 13%	AMOUNT
Platinum Sponsor	\$12,575.00	\$1634.75	
Gold Sponsor	\$6,275.00	\$815.75	
Silver Sponsor	\$3,950.00	\$513.50	
Trade Show Booth	\$2,350.00	\$305.50	
First-time Participant Visitor Pass	\$975.00	\$126.75	
Welcome Networking Event/Dinner	\$2,500.00	\$325.00	
Thursday Networking Reception	\$1,500.00	\$195.00	
Thursday Networking Dinner	\$2,500.00	\$325.00	
Opening Keynote Speaker Sponsorship	\$2,500.00	\$325.00	
Closing Keynote Speaker Sponsorship	\$2,500.00	\$325.00	
Breakfast / Lunch / /Breaks	\$600.00	\$78.00	
Professional Development Session	\$1,500.00	\$195.00	
Wi-Fi Sponsor	\$1,500.00	\$195.00	
Charging Station Sponsor	\$2,500.00	\$195.00	
Bus Sponsor	\$1,000.00	\$130.00	
Business Partner Directory Listing - Platinum / Gold / Silver	FREE	FREE	FREE
Business Partner Directory Listing - All Other Sponsors (excluding Visitors)	\$200.00	\$26.00	
<b>TOTAL TO BE CHARGED</b>			



## 2017 Business Partner Registration Form cont'd

METHOD OF PAYMENT			
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> AMEX	<input type="checkbox"/> CHEQUE ENCLOSED PAYABLE TO TLOMA [25% payment included with a post-dated cheque with 75% balance by September 14 <sup>th</sup> , 2017]
<i>I hereby authorize TLOMA to use the below credit card to pay the 25% deposit upon receipt of this registration form as well as the 75% balance owed on September 14<sup>th</sup>, 2017.</i>			
CARD NUMBER:		EXPIRY DATE:	VERIFICATION CODE: [3 digit # on the back]
NAME ON CARD:		SIGNATURE:	
<b>CANCELLATION OF SPONSORSHIP</b> Will result in a refund of monies paid less the 25% deposit. No refunds will be made for cancellations received after September 14 <sup>th</sup> , 2017.		<b>CONFIRMATION OF SPONOSRSHIP</b> This registration form will not be processed without the 25% deposit. Remaining balance due by September 14 <sup>th</sup> , 2017.	
<b>TLOMA HST #861523074</b>			
<p><b>Please return this completed registration form to:</b>  <b>Liz Barrington</b>  <a href="mailto:lbarrington@tloma.com">lbarrington@tloma.com</a>  <b>Or by mail to:</b>            TLOMA, PO Box 1029, TD Centre, Toronto, ON M5K 1P2</p>			

## BUSINESS PARTNER DIRECTORY

Platinum, Gold and Silver Sponsors receive a FREE listing in the TLOMA Business Partner Directory for one full year from the time of signing up (value of \$300). If you a Trade Show participant of an Event Sponsor, a listing in the Directory is provided at a discounted rate of \$200 + HST.

- In addition, please send your company logo in high res .jpg format
- If you would like to make a recommendation to add a listing to a category below, please provide it to TLOMA.

*You may select up to three (3) choices within each category:*

<u>Facilities</u>	<u>Human Resources</u>	<u>Technology</u>	<u>General</u>
Architects/Designers	Benefit & Retirement Programs	Audio Conferencing	Corporate Travel
Binding Services	Employee Assistance Programs	Audio Visual Solutions	Flowers
Carpet/Fabric Care	Ergonomics – AODA	Computer Hardware	Hotel/Housing
Catering	Gifts – Corporate	Computer Software	Insurance
Coffee/Refreshments	Health & Fitness	Consulting	Language Services
Construction	HR Consulting	Court Forms	Litigation Support
Copiers	Legal Staffing	Digital Dictation	Management Consulting
Courier	Payroll	Digital Forensics	Photography
Document Destruction	Training & Development	Disaster Recovery	Private Investigation
Document Recovery		Document Management	Process Serving
Ergonomics - AODA		eDiscovery	Professional Association
Facility Management		Electronic Evidence Collection	Restaurants
File Cabinet Systems	<b><u>Marketing</u></b>	Emergency Communication	Search/Registration Services
Furniture Rentals	Advertising/Branding	Internet Services	Security Services
Furniture Restoration	Brochure Design	Leasing	
Kitchen Supplies	Business Development	Media Storage	
Leasing	CRM	Network Integration	<b><u>Finance</u></b>
Real Estate Leasing	Digital Strategy	Printers	Collections
Office Furniture	Gifts - Corporate	Speech Recognition Software	Cost Recovery
Office Repair Services	Graphic Design	Tech Support Services	Leasing
Office Supplies	Printer/Engraver	Telecom Consulting Services	Financial Services
Records Management	Promotional Products	Telephone Support Services	Time Billing
Relocation Services	Strategic Planning	Toner Cartridges	
Telecom Consulting	Website Development	Video Conferencing	
Telephone Systems		Voicemail	
		Web Conferencing	