

January 10, 2019

BUSINESS PARTNER SPONSORSHIP PROGRAM

(Please complete the commitment form attached to secure your sponsorship.)

Commitment Form Deadline: January 28, 2019

Payment Deadline: February 28, 2019

The Association of Legal Administrators (ALA) is a worldwide organization formed in 1971 to provide personal and professional growth and educational and networking opportunities to administrative managers of law firms, corporate legal departments and government legal agencies. ALA provides services to more than 9,000 members representing more than 5,300 employers in 28 countries. ALA is structured into six regions with more than 100 chapters in the United States, Puerto Rico, Canada and New Zealand.

The Alamo Chapter of the Association of Legal Administrators is grateful for the support that legal industry consultants, suppliers and vendors offer to our Association. You provide a vital service to our varied law firms. To help foster stronger working relationships between our chapter and the business community, we are pleased to invite you to join our Business Partner Sponsorship Program.

Effective April 1, 2019 through March 31, 2020, we are offering these one year sponsorship opportunities:

Platinum Level –Six sponsorships at this level @ \$1,500

Gold Level – Twelve sponsorships at this level @ \$1,000

Attached is a listing detailing all the benefits for both levels of sponsorship. We hope that you will give serious consideration to supporting our organization in this manner and that you will find this approach as beneficial as we believe it will be for both you, as a potential Business Partner, and to the Alamo Chapter. Here are some program details:

- Sponsorships will be awarded on January 31, 2019. A Business Partner Sponsorship Commitment form is enclosed. All website access and functions will commence April 1, 2019.
- All commitment forms received on or before 5:00 P.M. on Monday, January 28, 2019, will be held and processed at the same time.
- In the event that multiple organizations submit requests for the same sponsorship on or before this date, a drawing will be held to determine which Business Partner will be awarded that specific opportunity.
- In the event your name is not drawn, every effort will be made to award your second choice.
- All participants will be notified no later than January 31, 2019, of their confirmed sponsorship.
- If sponsorship opportunities are still available after January 31, 2019, they will be handled on a first-come, first-served basis with drawings being held if multiple commitment forms are received on the same day for the same opportunity.

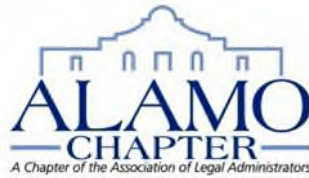
If you are a current Business Partner, we thank you very much for your past support of the Alamo Chapter. If you are considering becoming a new Business Partner, we look forward to welcoming you. If you have any questions about any of the above, please feel free to call any member of the Business Partner Committee.

Sincerely,
The Business Partner Sponsorship Committee

Nancy Collins – Chair
Rosenthal, Pauerstein, Sandoloski, Agather, LLP
210.225.5000

Laura Keck
Gunn Lee & Cave, PC
210.886.9500

Nancy McClaran
Dykema Gossett PLLC
210.554.5500



Alamo Chapter 2019 Business Partner Sponsorship Levels

Platinum (\$1,500) (Number available – 6)

- Use of the Chapter's 2019-2020 Approved Business Partner logo
- Attendance by up to 3 representatives at a scheduled monthly luncheon at which your organization will be the only business partner in attendance. We hope you will have lunch with us and use this opportunity to network with our members and any guests or prospects in attendance. At the start of our business meeting and educational program, you will have 5-10 minutes to briefly present information about your company and the services you provide.
- Attendance by 2 representatives at a minimum of four Chapter social events/mixers (see listing on next page)
- Attend the Chapter's quarterly morning mingle or "Connect Over Coffee" social gatherings
- Invitation to participate in Chapter Community Challenge charity event(s)
- BP logo and link prominently placed on the Chapter website landing page
- Login and password to the Chapter's online membership directory
- Listing in the Chapter's online business partner directory for one primary contact
- Opportunity to provide door prizes or similar type items for use at the members' annual education retreat
- Attend BP orientation, "How to Get the Most Out of Your Sponsorship"

Gold (\$1,000) (Number available – 12)

- Attendance by one representative at a minimum of four Chapter social events/mixers (see listing on next page)
- Attend the Chapter's quarterly morning mingle or "Connect Over Coffee" social gatherings
- Invitation to participate in Chapter Community Challenge charity event(s)
- BP logo and link on the Chapter website
- Login and password to the Chapter's online membership directory
- Listing in the Chapter's online business partner directory for one primary contact
- Opportunity to provide door prizes or similar type items for use at the members' annual educational retreat
- Attend BP orientation, "How to Get the Most Out of Your Sponsorship"



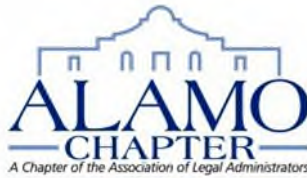
Schedule of Events

Date	Event	Location
February 7 May 2 August 1 November 7	Connect Over Coffee Socials <i>Purely social in nature, attendance at these events will start your day off right -- with coffee, conversation, and camaraderie.</i>	Corner Bakery at the Quarry
April 11	Fiesta Kick-Off Happy Hour <i>Before Fiesta gets into full swing, join us for delicious food, great drinks, music, and more.</i>	Weston Centre Patio
May 23	BP Orientation, “How to Get the Most out of your Sponsorship” <i>New and returning BPs are invited to meet with Board Members and the BP Committee to exchange ideas and learn how we can work together to make the most of our partnership.</i>	TBD
July 18	Summer Barbeque and Corn Hole Competition <i>Join us for dinner and a little friendly competition. Bragging rights are up for grabs!</i>	Davidson, Troilo
October 17	Disco Nights Happy Hour <i>This 1970s themed social will immediately follow members’ educational retreat. Feel free to join us by dressing in costume. Groovy.</i>	TBD
December 5	Holiday Luncheon <i>Our annual Holiday Luncheon is always highly anticipated. Join us for a delicious lunch and let us share our appreciation for all you do.</i>	TBD
March 6, 2020	Managing Partners Luncheon <i>Join members and managing partners for lunch and a presentation on an informative business/management topic.</i>	TBD



2019 Business Partner Program Summary of Benefits

	Platinum (\$1,500) Only 6 Available	Gold (\$1,000) Only 12 Available
Use of Chapter's 2019-2020 Approved Business Partner Logo	✓	
Attend as sole BP, one scheduled monthly membership lunch meeting; briefly discuss your company and services.	✓ Up to 3 representatives	
Attend a minimum of four Chapter social events/mixers (see schedule of events)	✓	✓
Attend the quarterly "Connect Over Coffee" social gatherings	✓	✓
Attend Fiesta Kick-Off Happy Hour	✓ Up to 2 representatives	✓ 1 representative
Attend the Summer Social (Barbecue & Corn Hole Competition)	✓ Up to 2 representatives	✓ 1 representative
Attend the Fall Social/Happy Hour	✓ Up to 2 representatives	✓ 1 representative
Attend the Chapter Holiday Luncheon	✓ Up to 2 representatives	✓ 1 representative
Attend the Managing Partners Luncheon	✓ Up to 2 representatives	
Invitation to participate in Chapter Community Challenge charity event(s).	✓	✓
Logo and link to your company website prominently placed on the Chapter website.	✓ Listed first	✓
Login and password access to the Chapter's online membership directory	✓	✓
Listing in the Chapter's online business partner directory for one primary contact	✓	✓
Opportunity to provide door prizes or similar items for use at the members' annual education retreat.	✓	✓
Attend BP orientation, "How to get the Most out of Your Sponsorship" event	✓ Up to 3 representatives	✓ 1 representative



Business Partner Sponsorship Commitment

Commitment Form Deadline: January 28, 2019

Payment Deadline: February 28, 2019

Yes, we are interested in supporting the Alamo Chapter. Please sign us up for the sponsorship level indicated below:

- | | | |
|--------------------------|--------------------------|----------------------------|
| First Choice | Second Choice | |
| <input type="checkbox"/> | <input type="checkbox"/> | Platinum Sponsor (\$1,500) |
| <input type="checkbox"/> | <input type="checkbox"/> | Gold Sponsor (\$1,000) |

Point of Contact: _____

Website Contact: _____

Company: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Website: _____

Industry: _____

After completing the above information, please send this form (e-mail attachment or fax) to:

Nancy Collins
ncollins@rpsalaw.com
210.354.4034 (fax)

Upon confirmation of sponsorship:

1. Forward your check to: Nancy Collins, Rosenthal, Pauerstein, Sandoloski Agather, 755 E. Mulberry, Suite 200, San Antonio, Texas 78212, **NO LATER THAN FEBRUARY 28, 2019.**
2. For the website profile, please provide the following in digital format:
A photo of your contact person and your firm logo.