

EXHIBIT & SPONSORSHIP OPPORTUNITIES

STATE BAR OF WISCONSIN
**Annual Meeting &
CONFERENCE**

June 11-12
The Osthoff Resort
Elkhart Lake, WI

2020

NEW IN 2020! MEET WITH MORE DECISION MAKERS!

For the first time ever, the Wisconsin Association of Legal Administrators will hold their Annual Conference of Education at the AMC — a bonus audience for exhibitors.



Wisconsin Chapter

A Chapter of the Association of Legal Administrators

amc.wisbar.org



STATE BAR OF WISCONSIN

EXHIBIT SPACE

Make a personal connection with hundreds of attorneys and legal administrators in a relaxed and collegial atmosphere away from typical hustle and bustle of a busy law office.

The legal expo is at the center of conference in a high-traffic area that also includes conference registration and information, a State Bar bookstore, legal research demonstrations, continental breakfasts, refreshment breaks, and prize promotions.

Feel free to attend continuing education sessions to learn more about the trends and hot topics important to your customers. Then, at the end of the day, join the fun at the evening social activities and make even more connections.

All spaces are \$1,395 and include:

- 6' skirted table and two chairs
- ¼ page, 4-color ad (provided by exhibitor) in the onsite program
- Company profile (up to 50 words) in onsite program
- Logo in all print marketing materials*
- Logo + link in all pre-conference email marketing
- Logo + link on conference website
- Logo on event signage
- Special reception with law office administrators
- Two tickets to the Wednesday and Thursday evening social events
- Two tickets to the networking luncheon
- Standard electrical outlet (by request)
- Post-conference attendee roster

* Requires early commitment

Deepen and accelerate relationships



Meet with law office administrators in an exclusive legal expo reception.



Strengthen and increase your company's visibility



Build trust and brand loyalty



Network at the social events

Don't miss the opportunity – Space is limited so ACT SOON!



CONFERENCE SPONSORSHIPS*

Both exhibitors and non-exhibitors are invited to become general conference or special event sponsors. If you can't exhibit, this is an excellent opportunity to show your support of the legal market. If you are exhibiting, consider adding a sponsorship for even greater impact. **Sponsors receive exposure to the entire State Bar membership before, during, and after the conference.**

<p>Presidential Sponsor — \$5,000</p> <p>Special event sponsorship options at this level include plenary programs and the Thursday evening party (First tier logo placements)</p> <ul style="list-style-type: none"> • Logo on conference website • Logo in print** and email promotions • Company logo and profile (up to 50 words) in onsite program • Logo in <i>Wisconsin Lawyer</i> recognition ad • Logo on conference “Wall of Fame” • Logo on event signage (if applicable) • Podium recognition (if applicable) • Full page, 4-color ad in onsite program • Sponsor ribbons for name badges 	<p>Premier Sponsor — \$2,500</p> <p>Special event sponsorship options at this level include Wednesday evening party and continental breakfasts (Second tier logo placements)</p> <ul style="list-style-type: none"> • Logo on conference website • Logo in print** and email promotions • Company logo and profile (up to 50 words) in onsite program • Logo in <i>Wisconsin Lawyer</i> recognition ad • Logo on conference “Wall of Fame” • Logo on event signage (if applicable) • Podium recognition (if applicable) • 1/2 page, 4-color ad in onsite program • Sponsor ribbons for name badges
<p>Partner — \$1,275</p> <p>Special event sponsorship options at this level include morning refreshment breaks, the conference app, and the Thursday “After” Party (Third tier logo placements)</p> <ul style="list-style-type: none"> • Logo on conference website • Logo in print** and email promotions • Logo in onsite program • Logo in <i>Wisconsin Lawyer</i> recognition ad • Logo on conference “Wall of Fame” • Logo on event signage (if applicable) • 1/4 page, 4-color ad in onsite program • Sponsor ribbons for name badges 	<p>Program Sponsor — \$550</p> <ul style="list-style-type: none"> • Name on conference website • Name in print** and email promotions • Name in onsite program • Name in <i>Wisconsin Lawyer</i> recognition ad • Name on conference “Wall of Fame” • Name on event signage (if applicable) • Sponsor ribbons for name badges

*Conference sponsorships do not include exhibit space or conference registrations. **Requires early commitment

EXHIBITOR GUIDELINES

General Information

The State Bar of Wisconsin provides access to space, at a cost, to approved exhibitors at its conferences. Acceptance as an exhibitor is in no way to be construed or promoted as an endorsement by the State Bar of Wisconsin.

Space Assignments

Table assignments will be made several weeks prior to the event and will depend on the date the Contract for Exhibit Space was received, and placement of competing companies. The State Bar of Wisconsin makes every effort to maximize traffic throughout the entire exhibit area.

Lodging

Special room rates are available through the host hotel. Contact the hotel directly and mention you are with the State Bar of Wisconsin. Visit www.amc.wisbar.org for links.

Acceptance of Exhibitors

Acceptance of exhibitors is at the sole and absolute discretion of the State Bar of Wisconsin. All accepted applications are subject to the conditions and requirements contained in these guidelines.

Product Sales

The exhibitor assumes responsibility for securing all appropriate licenses for the sale of merchandise and is solely responsible for the collection of all applicable state and local taxes.

Liability

Neither the State Bar of Wisconsin, its expo services provider, nor the exhibit venues or the officers, employees, or agents thereof, will be responsible for any injury, loss, or damage that may occur to, or on account of, the exhibitor, the exhibitor's employees, or the exhibitor's property prior, during, or subsequent to the period covered by the exhibit contract. The exhibitor assumes all responsibility and agrees to indemnify, defend, and hold blameless the State Bar of Wisconsin, its officers, directors, employees, servants, and agents against any claims, demands, costs, loss, or expense, including attorney fees, litigation expenses, or court costs arising out of the use of the exhibition premises.

Cancellation or Postponement of Exposition

In the event of fire, strikes, riots, civil commotion, acts of God, war, and other unavoidable circumstances rendering it impossible or impractical for any reason for the State Bar of Wisconsin to perform such contract, the performance under such contract shall be excused. All payments made by the exhibitor for exhibit space shall be returned to the exhibitor less expenses actually incurred in connection with the exposition.

Security

The exhibit area is not secured. Please remove valuables during non-show hours.

Fire, Health, and Safety

Exhibitor assumes all responsibility for compliance with all federal, state, and local regulations and ordinances, including but not limited to those covering fire, safety, and health. No open flames are allowed.

Compliance with Schedule

Booths must be staffed during the hours when the exhibit area is open, and, further, each exhibitor agrees to maintain installed display space throughout all exhibit days and hours. No packing of equipment, literature, etc. or dismantling of exhibits will be permitted until the official closing time. This policy will be strictly enforced. In the event the exhibitor fails to install or have installed his or her display within the time limit set for opening the expo or fails to comply with any provisions concerning the use of display space, the State Bar of Wisconsin reserves the right to take possession of said space and resell same, or any part thereof. The State Bar reserves the right to modify the exhibit hours to meet program needs.

Cancellations

Cancellations must be made in writing. If notified six weeks prior to the event, the State Bar will refund 50% of the amount paid. Cancellations within six weeks of the event obligates exhibitor for payment of the full rental amount and no refund will be made.

Circularization and Solicitation

Advertising materials may be distributed, and patronage may be solicited, only within the space assigned to the exhibitor presenting such material. No firm or organization not assigned space in the exhibit area will be permitted to solicit business in any manner within the exhibit hall.

Shipping

Information on shipping booth equipment to The Osthoff will be available at www.wisbar.org/expos

Contact Information

Karen Richter
State Bar of Wisconsin
(800) 444-9404 ext. 6132 or (608) 250-6132
krichter@wisbar.org

APPLICATION AND CONTRACT

FOR 2020 EXHIBIT SPACE & SPONSORSHIP

EXHIBIT SPACE / SPONSORSHIP	
Booth in Legal Expo	<input type="checkbox"/> \$1,395
General Conference Support Sponsorships	
Presidential Sponsor	<input type="checkbox"/> \$5,000
Premier Sponsor	<input type="checkbox"/> \$2,500
Partner	<input type="checkbox"/> \$1,275
Program Sponsor	<input type="checkbox"/> \$550
Special Event Sponsorships	
Plenary Programs	Call for details
Wednesday "Kick-off the Conference" Party	<input type="checkbox"/> \$2,500
Thursday Continental Breakfast	<input type="checkbox"/> \$2,500
Thursday Morning Refreshment Break	<input type="checkbox"/> \$1,275
Thursday Afternoon Refreshment Break	<input type="checkbox"/> \$1,275
Thursday Plenary Luncheon	<input type="checkbox"/> \$2,500
Thursday All-conference Party	<input type="checkbox"/> \$5,000
Thursday Late-night Party	<input type="checkbox"/> \$1,275
Friday Continental Breakfast	<input type="checkbox"/> \$2,500
Friday Morning Refreshment Break	<input type="checkbox"/> \$1,275
Laptop Charging Stations	<input type="checkbox"/> \$750
TOTAL	\$

Exhibitor/Sponsor Name _____

(As you wish it to appear in the onsite program, and signage)

Contact _____

Title _____

Street Address _____

City/State/Zip _____

Phone _____

Email _____

Website _____

Cancellations Exhibit space cancellations must be made in writing. If notified six weeks prior to the event, the State Bar will refund 50% of the amount paid. Cancellations within six weeks of the event obligates exhibitor for payment of the full rental amount and no refund will be made. Sponsorship fees are non-refundable.

PAYMENT

Check enclosed (Payable to the State Bar of Wisconsin)

Send invoice after (date) _____

VISA MasterCard AMEX

Card# _____

Exp. date _____

Name on Card _____

AGREEMENT We agree to all terms, regulations, and conditions set forth in the exhibitor/sponsor guidelines and elsewhere in this contract, and application is hereby made for exhibit space and/or event sponsorship.

Authorized Signature _____

Title _____

Date _____

Submit this form to:

State Bar of Wisconsin
Attn: Karen Richter
P.O. Box 7158
Madison, WI 53707-7158

Email: krichter@wisbar.org

Fax: (608) 250-6020

NOTICE TO ALL REGISTRANTS, INSTRUCTORS, EXHIBITORS, AND GUESTS: By attending this State Bar event, you understand and agree that you may be photographed and/or electronically recorded during the event and you hereby grant to the State Bar the right to use and distribute your name and likeness for promotional or educational purposes without monetary compensation. The State Bar assumes no liability for such use.

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