

2025 BUSINESS PARTNER SPONSORSHIP PROGRAM PROCEDURES AND FORM

The San Diego Chapter of the Association of Legal Administrators truly appreciates your support. We recognize that our Business Partners are a valuable resource and have a hand in our success. We look forward to a mutually rewarding relationship.

Business Partner Sponsorships

- Limited sponsorships selections will be made on a first-come, first-serve basis. All forms must be accompanied by a 50% deposit. Full payment must be made by November 15, 2024.
- Checks and credit card payments are accepted. Please make checks payable to ALA – San Diego Chapter. Credit card payments can be made on the San Diego ALA chapter website on the [Partnership Opportunities](#) page. If you pay by credit card, please indicate your company name in the memo field and list the name of the credit card holder on the sponsorship form.
- Multiple requests for the same sponsorship opportunity received on the same date will be determined by receipt of payment.
- Please list your first and second choices in the Business Partner Sponsorships section.
- 10% discount to full payments made by November 15, 2024.
- If not paid in full with your submission, an invoice for the balance due will be sent in December and is due on or before January 3, 2025.
- Limited sponsorships will be acknowledged upon receipt of the deposit.
- In-kind sponsorship requests are due by December 15, 2024. Multiple requests for the same sponsorship opportunity will be determined at the discretion of the board.
- In-kind sponsors will be notified of their sponsorship by December 15, 2024.

Business Partner Directory & Website

- All San Diego Chapter Business Partner Sponsors are invited to be included in the Chapter's 2025 Business Partner Directory. To be included in the directory, all information below must be received no later than January 12, 2025.
- **Renewing business partners** - We will continue to use the current representative headshot and company logo. If you wish to update either, please send us a new version.
- For **new business partners**, please email your company logo and a representative photo (headshot preferred) in a format that can be enlarged and/or reduced to lauren.bloodworth@kts-law.com.

Legal Resource Fair

- All sponsorship levels, with the exception of Surf's Up, includes attendance at the Legal Resource Fair ("LRF"). Documentation relating to the LRF will be sent to all renewing business partners in December 2024 upon confirmation of renewal.
- If you are interested in only attending the LRF a la carte, please contact Lauren Bloodworth.

ALA SD Chapter Business Partner Contact:

Lauren Bloodworth
Director, Business Partner Relations
lauren.bloodworth@kts-law.com



2025 Business Partner Sponsorship Form

Please indicate your first, second, and third choices to reserve your desired sponsorship level.

Sponsorship Opportunity	Number Available	Amount	1st Choice	2nd Choice	3rd Choice
Platinum Paradise Sponsor	1	\$8,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Golden Sunset Sponsor	3	\$6,500	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Silver Sandcastle Sponsor	6	\$4,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Catch The Wave Sponsor*	Unlimited	\$1,500	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surf's Up Sponsor*	Unlimited	\$750	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accounting Sponsor*	1	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social Media/Advertising Sponsor*	1	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reprographics Sponsor*	1	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Photography Sponsor*	1	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Website Sponsor*	1	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hospitality Sponsor*	2	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Catering Sponsor*	1	In-Kind	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Law Association Partner*	Varies	In-Kind	<input type="checkbox"/>	-	-

*Add company representative to sponsorship for an additional \$1,000? ☐ YES | ☐ NO

Business Partner Directory and Website Information:

Company Name: _____
(exactly how you want it on the website)

Company Website: _____

Primary Contact Name & Title: _____

Primary Contact Address: _____

Primary Contact Phone: _____

Primary Contact Email: _____

Company Representative Name & Title: _____
(if different than Primary Contact)



2025 Business Partner Sponsorship Form

Representative Contact Phone: _____

Representative Contact Email: _____

Key Services (*please select up to three (3) from the Key Services section*):

1. _____

2. _____

3. _____

ALA Member Discounts Offered: _____

Hang Ten:

(50 words or less about your company)

ALA Sponsorship Payment Information:

Please send payment via check (preferred) or [online](#) via credit card. Checks should be mailed to:

ALA – San Diego Chapter

c/o Jessica Dale, Treasurer

Finch, Thornton & Baird, LLP

4747 Executive Drive, Suite 700

San Diego, CA 92121



2025 Business Partner Sponsorship Form

Business Partner Directory Products & Services Categories

Please select up to three (3) key services for company listing in 2025 Business Partner Directory and website.

<input type="checkbox"/>	Accounting Services	<input type="checkbox"/>	Internet/Intranet/Extranet Services
<input type="checkbox"/>	Accounts Receivable Management	<input type="checkbox"/>	Lease Financing
<input type="checkbox"/>	Attorney Services	<input type="checkbox"/>	Legal Research
<input type="checkbox"/>	Automated Client Billing	<input type="checkbox"/>	Litigation Support
<input type="checkbox"/>	Benefits/Retirement Programs	<input type="checkbox"/>	Management Consulting
<input type="checkbox"/>	Case Management System	<input type="checkbox"/>	Marketing
<input type="checkbox"/>	Contact Management System	<input type="checkbox"/>	Meeting/Retreat Facilities
<input type="checkbox"/>	Coffee/Refreshment Services	<input type="checkbox"/>	Messenger/Delivery Services
<input type="checkbox"/>	Conference Calling	<input type="checkbox"/>	Network Administration
<input type="checkbox"/>	Copiers	<input type="checkbox"/>	Office Supplies/Stationery/Forms
<input type="checkbox"/>	Copy Services	<input type="checkbox"/>	Offsite Storage
<input type="checkbox"/>	Docketing/Calendaring	<input type="checkbox"/>	Photography/Headshots
<input type="checkbox"/>	Document Coding & Hosting	<input type="checkbox"/>	Printer/Engraver
<input type="checkbox"/>	Electronic Document Management	<input type="checkbox"/>	Publications
<input type="checkbox"/>	E-Discovery	<input type="checkbox"/>	Real Estate Services
<input type="checkbox"/>	Employee Pre Screening Assessments	<input type="checkbox"/>	Records Management
<input type="checkbox"/>	Employee Job Fit Assessments	<input type="checkbox"/>	Recruiting/Placement Services
<input type="checkbox"/>	Employee Development/Coaching	<input type="checkbox"/>	Relocation Consultants
<input type="checkbox"/>	E-Learning – E-Services	<input type="checkbox"/>	Risk Management
<input type="checkbox"/>	Facilities Management	<input type="checkbox"/>	Telephone services
<input type="checkbox"/>	Financial Services – Management	<input type="checkbox"/>	Time Entry/Billing
<input type="checkbox"/>	Furniture / Furniture Repair	<input type="checkbox"/>	Training and Development



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<input type="checkbox"/>	Gifts – Corporate	<input type="checkbox"/>	Translation Services
<input type="checkbox"/>	Health & Wellness	<input type="checkbox"/>	Travel Services
<input type="checkbox"/>	Hospitality	<input type="checkbox"/>	Video Conferencing
<input type="checkbox"/>	Image – Copy Services	<input type="checkbox"/>	OTHER:
<input type="checkbox"/>	Insurance Related Services	<input type="checkbox"/>	OTHER: