

**THE IOWA CHAPTER
OF THE ASSOCIATION OF LEGAL ADMINISTRATORS
(IALA)**

“YOUR CONNECTION TO THE LEGAL COMMUNITY”

2023-2024 SPONSORSHIP OPPORTUNITIES GUIDE



IALA invites you to join us
in achieving our goal of providing educational opportunities,
Professional development and support to the legal community.

This guide contains detailed information about each sponsorship opportunity.

Mark your calendars now the first opportunity for
2023-2024 sponsorship registration:

Business Partner Registration Opens for New Business Partners:
March 1, 2023

And will remain open until:

MARCH 31, 2023

Contributions or gifts to IALA
are not tax deductible as charitable contributions. However, they may be
tax deductible as ordinary and necessary business expenses.

ALA AND THE VALUE OF PARTNERSHIP

The Association of Legal Administrators is a not-for-profit organization founded in 1971 with its headquarters located in Lincolnshire, Illinois. Its membership has grown steadily over the years and now has over 10,000 members from 30 countries world-wide. The Iowa Chapter was chartered in 1985 and has 40 members. These members are involved in the decision making and management of law firms throughout the state of Iowa. When evaluating their needs for goods and services, our members are encouraged to consider companies which have developed a relationship with our Chapter, which typically is established through sponsorships in our Business Partners' program.

Listed below are just a few of the many reasons we value our business partner relationships:

- *One of our primary missions is to educate our members to the highest standards, which is made possible, in large part, through your sponsorship dollars.*
- *Chapter members depend upon contacts within the business community who will share their expertise about their products and services helping them stay in forefront of the latest technology.*
- *Experience and trust grow from consistent and repeated contact with our Business Partners, which allow administrators to rely on resources outside their firms.*
- *Trusting vendor relationships bring to the administrator enhanced credibility and improved quality of management within legal service organizations.*
- *Those who provide our external business services are always our first choice in seeking sponsorships.*

We hope you will find this 2023-2024 Sponsorship Opportunities Guide useful when planning your future involvement with IALA. Thank you for your support in assisting us to achieve our mission. We value your expertise, participation and commitment. Thank you for making this partnership a success!

IALA

“YOUR CONNECTION TO THE LEGAL COMMUNITY”

PLATINUM

\$5,000

Limit of (1) one sponsors

Membership in this level includes:

- Your business card along with a 100-word limit description of your business profile/services offered on the IALA Business Partners’ Directory
- Your Firm’s Logo on our Chapter Membership Dues Membership Application
- Sponsorship of Managing Partners’ event with special recognition during program
- Attendance by (4) two representatives at the Managing Partners’ event with speaking opportunity
- Sponsor of one (1) National scholarship
- Opportunity to partner with the Chapter in a community service event
- E-mail of Membership Directory (twice a year)
- Sponsorship of our annual Business Partner Appreciation event (limit of 5 attendees)
- Breakfast meeting with IALA Board and Business Partners’ Committee (limit of 3 attendees)
- Company logo displayed on the notice for all events in which you sponsor

- Sole Sponsor of two (2) monthly Chapter meetings
- Sponsor and attend annual “Bring an Associate to Lunch” meeting (limit of 4 attendees)

- Attendance at annual Labor Law Update Meeting (limit of 2 attendees)

- Sponsor and attend Annual Speaker Series

GOLD

\$3,500

Limit of one (1) sponsor

Membership in this level includes:

- Your business card along with a 100-word limit description of your business profile/services offered on the IALA Business Partners' Directory
- Attendance by (3) representatives at the Managing Partners' event
- Sponsor of one (1) Regional scholarship
- Opportunity to partner with the Chapter in a community service event
- E-mail of Membership Directory (twice a year)
- Attendance at our annual Business Partner Appreciation event (limit of 3 attendees)
- Breakfast meeting with IALA Board and Business Partners' Committee (limit of 3 attendees)
- Company logo displayed on the notice for all events in which you sponsor
- Sole Sponsor of one (1) monthly Chapter meetings
- Attend annual "Bring an Associate to Lunch" meeting (limit 2 attendees)
- Attendance at annual Labor Law Update Meeting (limit of 1 attendees)

SILVER

\$2,500

Membership in this level includes:

- Your business card along with a 100-word limit description of your business profile/services offered on the IALA Business Partners' Directory
- Attendance by (2) one representative at the Managing Partners' event
- Sponsor of one (1) Regional scholarship
- Opportunity to partner with the Chapter in a community service event
- E-mail of Membership Directory (twice a year)
- Attendance at our annual Business Partner Appreciation event (limit of 3 attendees)
- Breakfast meeting with IALA Board and Business Partners' Committee (limit of 2 attendee)
- Company logo displayed on the notice for all events in which you sponsor
- Sponsor of one (1) monthly Chapter meetings
- Attendance at (1) monthly Chapter meeting

BRONZE

\$1,000

Membership in this level includes:

- Your business card along with a 100-word limit description of your business profile/services offered on the IALA Business Partners' Directory
- Opportunity to partner with the Chapter in a community service event
- E-mail of Membership Directory (twice a year)
- Attendance at our annual Business Partner Appreciation event (limit of 2 attendee)
- Breakfast meeting with IALA Board and Business Partners' Committee (limit of 1 attendee)
- Sponsor of one (1) monthly Chapter meetings (Solo Sponsorship of Meeting)

ASSOCIATE

\$500

Membership in this level includes:

- Your business card along with a 100-word limit description of your business profile/services offered on the IALA Business Partners' Directory
- Opportunity to partner with the Chapter in a community service event
- E-mail of Membership Directory (twice a year)
- Attendance at our annual Business Partner Appreciation event (limit of 1 attendee)
- Breakfast meeting with IALA Board and Business Partners' Committee (limit of 1 attendee)
- Sponsor of one (1) monthly Chapter meetings (Shared with other partners)

SPONSORSHIP COMMITMENT PROCEDURES

In order to preserve our ability to distribute IALA sponsorship opportunities in an equitable manner, we follow a first-come, first-served policy

OPENING DAY SPONSORSHIP COMMITMENTS:

All commitments received via email or U.S. mail will be processed at once. All participants will be notified of their confirmed sponsorship level.

Please note the 2023-2024 Business Partners' Program benefits run on an annual basis – defined as April 1, 2023 to March 31, 2024.

PAYMENT PROCEDURES

For all sponsorship packages, payment is due as detailed on the Registration Form contained in the guide. IALA reserves the right to release a sponsorship level if payment is not received in accordance with the agreement.

Payments should be made payable to “*The Iowa Association of Legal Administrators*,” along with a completed 2023-2024 BP Registration form, and mailed or delivered to:

Joann Tucker
Chair – Business Partners Committee
McKee, Voorhees & Sease, PLC
801 Grand Avenue, Ste 3200
Des Moines, IA 50309

Phone: 515-564-5916
Email: joann.tucker@ipmvs.com