



Northern Virginia Chapter
Of the Association of Legal Administrators, Inc.
www.alanova.org

November 2008

The Northern Virginia Chapter of the Association of Legal Administrators (“ALA”) would like to invite you to participate in our 2009 Business Partnering Program. The Chapter recognizes the benefits of establishing business partners to increase membership awareness of new products and services and build upon our local business relationships. Our business partners will have the opportunity to network with our members at Chapter meetings and at other business partner sponsored events. We look forward to maintaining past relationships and building new ones.

Positive business relationships are vital to law firms and the ALA. Selecting the right products and services is an essential element of law firm administration. Business partner relationships are important for legal administrators, as we conduct the daily aspects of our jobs and build our knowledge about products, trends and changes in the industry. Building positive relationships between business partners and law firm administrators is our focused goal. In addition to all the valuable rewards our business partners provide to our Chapter, this provides an important opportunity for our business partners to network with other local vendors to build upon our legal community.

The Northern Virginia Chapter of the ALA is comprised of law firm administrators, managers and specialists whose responsibilities include human resources, finance, facilities, office services, records management and information technology. The mission of ALA is to improve the quality of management in legal service organizations; promote and enhance the competence and professionalism of legal administrators and all members of the management team; and represent professional legal management and managers to the legal community and to the community at large.

We invite you to be a part of our Business Partnering Program. Our goal is to partner with you and provide you with networking opportunities and potential new business from our members. In turn, we will be educated on your products and services that will assist us in making the best decisions for the needs of our firms. Our Business Partnering Program is a twelve-month calendar year program. We invite you to check out our website for more information on our Chapter and our activities at www.alanova.org.

We look forward to another rewarding year with our Business Partnering Program and enhancing our relationship with our business partners. Please feel free to contact me at 703.744.8007 or email mcedor@pattonboggs.com, if you have any questions.

Very truly yours,

Marcie Cedor
Chair, Vendor Relations
Northern Virginia Chapter of the Association of Legal Administrators



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2009 Business Partnering Program

The annual sponsorship levels are as follows:

PLATINUM Level	\$3,500.00 (Limited*)	Exclusive Sponsorship of one monthly Chapter Meeting to Include a 15-Minute Presentation to Share your Industry Product or Service; one year Advertisement in the Chapter Newsletters; Access to Membership List; Vendor Spotlight in one Chapter Newsletter; Invitation to Special Chapter Sponsored Event; Recognition of Sponsorship on Chapter Website with Logo
GOLD Level	\$3,000.00 (Limited*)	Shared Sponsorship of one monthly Chapter Meeting to Include a 10-Minute Presentation to Share your Industry Product or Service; one year Advertisement in the Chapter Newsletters; Invitation to Special Chapter Sponsored Event; Recognition of Sponsorship on Chapter Website with Logo
SILVER Level	\$2,500.00 (Limited*)	Shared Sponsorship of one monthly Chapter Meeting to Include a 10-Minute Presentation to Share your Industry Product or Service; one year Advertisement in the Chapter Newsletters; Recognition of Sponsorship on Chapter Website with Logo
BRONZE Level	\$1,500.00 (Limited*)	Shared Sponsorship of one monthly Chapter Meeting to Include a 10-Minute Presentation to Share your Industry Product or Service at a Shared Monthly Chapter Meeting; Recognition of Sponsorship on Chapter Website and Logo
FRIENDSHIP Level	\$ 600.00 (Unlimited)	Recognition of Sponsorship on Chapter Website with Logo
MEET A MEMBER	\$ 400.00 (Limited)	<input type="checkbox"/> Interested in attending one Intellectual Property sub-meeting to share product or service <input type="checkbox"/> Interested in attending one Small Law Firm Group sub-meeting to share product or service

* We value the opportunity to partner with you. Our Business Partner program is limited at the top four levels on a first-come first-serve basis in order to accommodate the Chapter meeting schedules.



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2009 Business Partnering Registration Form

Contact Name:	_____	Email Address:	_____
Company Name:	_____	Website:	_____
Industry:	_____	Tax ID#:	_____
Address:	_____	Logo:	All "Level" Selections, please send company Logo to: Carolyn Odio at carolyn@odio.com
Phone Number:	_____		

The **Northern Virginia Chapter of the Association of Legal Administrators** is pleased to announce its 2009 Business Partnering Program. We appreciate your support in our continued efforts to build a stronger network among the legal community. You are encouraged to visit our website www.alanova.org to learn more about our Chapter.

Please choose one of the following sponsorship packages:

- | | | | |
|--------------------------|-------------------------|-------------|------------|
| <input type="checkbox"/> | PLATINUM Level | (Limited*) | \$3,500.00 |
| <input type="checkbox"/> | GOLD Level | (Limited*) | \$3,000.00 |
| <input type="checkbox"/> | SILVER Level | (Limited*) | \$2,500.00 |
| <input type="checkbox"/> | BRONZE Level | (Limited*) | \$1,500.00 |
| <input type="checkbox"/> | FRIENDSHIP Level | (Unlimited) | \$ 600.00 |
| <input type="checkbox"/> | MEET A MEMBER | (Limited) | \$ 400.00 |

- Interested in sponsoring additional events in 2009**
- | | |
|--------------------------|--------------------------|
| <input type="checkbox"/> | August Crab Feast |
| <input type="checkbox"/> | Career Fall Summit Event |

Please return this form, along with a check payable to:

Northern Virginia Chapter of ALA
c/o Marcie Cedor
Director of Administration
Patton Boggs LLP
8484 Westpark Drive, Suite 900
McLean, VA 22102

*Participation is on a first-come, first-serve basis. The entitlement is from January 1, 2009 to December 31, 2009, as specified in the individual levels.