



TLOMA 2022
CONFERENCE
& **TRADE SHOW**

WHITE OAKS RESORT & SPA
SEPT 21ST TO 23RD, 2022

BUSINESS PARTNER PROSPECTUS



WHAT IS THE TLOMA CONFERENCE & TRADE SHOW?

The TLOMA Conference & Trade Show is the largest Canadian education and networking event for law office management professionals and Business Partners who supply products and services to the legal industry.

For the past 33 years, the TLOMA Conference & Trade Show has provided our members and the wider legal community the opportunity to discover the latest products and services, network with peers, learn new trends in the industry, and most importantly, have fun! We will deliver the TLOMA 2022 Conference & Trade Show in person from **September 21st to 23rd**. Join us for an unforgettable **in person Conference & Trade show**.

The TLOMA Business Partner Liaisons will be with you every step of the way to ensure your experience is memorable and we will be there to assist you with any questions or issues that may arise.

The TLOMA Trade Show booth sponsorship levels for 2022 have been revised to better align the options available for an in person event. However, we will continue with the new sponsorship levels of ELITE, PREMIUM and DIAMOND.

The TLOMA 2022 Conference Committee is excited that you and your company will join us! We look forward to seeing you and trust that it will be an enjoyable experience for everyone!



SECTION I: SPONSORSHIP BENEFITS OVERVIEW

Reasons to Sponsor as an Exhibitor

- Business Partners have [various opportunities](#) to get involved with the TLOMA Community
- Amplify your company's brand visibility through product samples and demonstrations.
- Capitalize on face-to-face relationship-building opportunities with an audience of decision-makers & influencers
- Maximum value to target your marketing investment
- Access to 2022 Delegate Registration List
- Video Promotion (conference website, social media spotlights)
 - Elite - 4 videos,
 - Premium - 2 videos
 - Diamond - 1 video
 - 30 - 60 second introduction to you and your organization. Be sure to mention that you are a sponsor of the TLOMA 2022 Conference and Trade Show - "Come and visit our booth! Chat with us! We would love to see you again!" etc.
 - Videos can include designed animation, product and service content, industry-specific messaging and testimonials to encourage TLOMA members to connect with you. Be genuine and create personalized communication; provide a catchy message that resonates with TLOMA.
 - These videos will be disseminated to the TLOMA members between April and September. The video can also be used as part of the Conference Kick-off. **The submitted videos must be the final version.** Please review [TIPS FOR RECORDING](#). Forward video to [TLOMA](#) upon completion.
 - A video introduction of the ELITE sponsors will run during the Conference Opening Remarks. The first half of the PREMIUM Business Partner sponsors will be introduced after the Keynote speaker presentation; the second half will be introduced after Workshop 1A on Day 2 of the Conference.
- Passes to Keynote Speakers presentations
- Passes to all Conference Professional Development sessions
- Passes to the Wednesday Business Partner/Delegate Welcome Event
- Passes to Thursday evening Business Partner/Delegate Reception/Dinner
- Sponsor Acknowledgement in TLOMAToday - September issue
- Sponsor logo in Conference program
- Sponsor logos - rolling banner during opening remarks and Opening Keynote Speaker

- Listing with logo in [Business Partner Directory](#) (Free for Elite and Premium; \$200 + HST for Diamond and event sponsorships)
- Link to Company name on [TLOMA 2022 Conference & Trade Show](#) website landing page.
- Access to Delegate Registration List with minimum \$1500 company spend.

Refer to the [TLOMA 2022 Conference Sponsorships](#) for sponsorship fee structure. There is something to suit everyone's budget.

To further promote your company to our membership, TLOMA encourages you to list your company in the [TLOMA Business Partner Directory](#), which is complimentary for Elite and Premium Sponsors and priced at \$200 (+HST) for Diamond Sponsors. You can also submit an educational editorial and advertise in our newsletter. For more information about our newsletter, please visit [TLOMAToday](#). TLOMA encourages you to contribute thought leadership articles to our newsletter by contacting the [TLOMA Editor](#).

Other Sponsorship Opportunities Include:

Breaks/Breakfast/Lunch: Includes sponsorship signage, company name and logo. (5 sponsorships are available at \$600 + HST each).

Professional Development Sessions: Includes introduction and thank you from the speaker, and the opportunity to speak to delegates about your product or service offered. (8 sponsorships are available at \$1500 + HST each).

Wednesday Networking Reception: This is a networking event for Business Partners and Delegates. (4 sponsorships are available at \$1500 + HST).

Thursday Delegate/Business Partner Reception & Dinner: This is a networking event for Business Partners and Delegates. (3 of the 4 sponsorships are available at \$2500 + HST).

Wellness Room: Looking for a place to relax? Meditate? Come to the Wellness Room to unwind and recharge (1 sponsorship is available at \$1500 + HST).

Logo on Swag Bag: Includes company logo on the Delegate swag bag (1 sponsorship is available at \$750 + HST).

Photo Booth: Lets' Snap, Rap & Roll! The photo booth is available Wednesday evening and all day Thursday. Have your picture taken with Delegates to celebrate connecting again in person! (2 sponsorships are available for \$1500 + HST each).

Yoga/Meditation: Find your inner peace! Yoga and Meditation at White Oaks is guided by certified yoga & meditation teachers set in its own peaceful environment with candlelight and privacy. **Sponsor a yoga or meditation session** for our delegates on Thursday or Friday morning. (2 sponsorships is available for \$750 + HST each).

Room Drop: Welcome the Delegates with a gift upon their arrival to White Oaks Resort & Spa! Forward your gift to White Oaks Resort & Spa and the attendants will arrange the room drop. (3 sponsorships available at \$750 + HST).

DJ/Entertainment: Kick up the beat! Sponsor the entertainment for the Thursday evening reception and dinner with a DJ playing in the background. Let's mix those tunes and have fun! (3 of the 4 sponsorships are still available at \$2500 + HST).

Photographer: Lights, Camera, Action! Sponsor a photographer to capture conference highlights and networking events. (1 sponsorship available for \$1500 + HST).

Bus Sponsor: Looking for a way to sponsor transportation for our Delegates to attend the Conference? Sponsor the trip to and from Toronto. The bus departs downtown Toronto at 2:15 pm and arrives at White Oaks Resort & Spa at 4:00 pm on September 21. The bus returns to Toronto on Saturday, September 24th at approximately 1:00 p.m. (1 sponsorship available for \$2000 + HST).

NOTE: All other conference opportunities include sponsorship signage, company name and logo.)

SPONSORSHIP SUMMARY

OPTIONS	AVAILABILITY	COST
Elite Sponsor	0/2	\$12,950
Premium Sponsor	8/15	\$ 5,500
Diamond Sponsor	18/38	\$3,000
First Time Visitor Pass	5	\$975
Breakfast/Lunch/Breaks	4/5	\$600
Professional Development Sessions	8	\$1000
Wednesday Reception & Networking	3/4	\$1,500
Thursday Delegate/Business Partner Reception & Dinner	2/4	\$2,500
Wellness Room	1	\$1,500
Logo on Delegate Swag Bag	0/1	\$750
Photo Booth	1	\$2,000
Yoga / Meditation	2	\$1,500
Room Drop	2/3	\$750
DJ/Entertainment	1	\$1,500
Photographer	1	\$1,500
Bus Sponsor (to and from Toronto)	1	\$2,000
NOTES	The Delegate list includes contact information authorized by the delegate and is only available for sponsorships totalling \$1,500+.	

These options are for companies that are unable to Sponsor or attend and would like to have a presence at the Conference. Be a Conference Contributor by making a donation below:

CONFERENCE CONTRIBUTION	PRIZE DRAW
General Gift for Trade show Prize Draw. <i>(To be delivered to the address below by Friday, September 9th, 2022. Please provide the name of the gift.)</i>	

NOTE:	TLOMA 7068 Cadiz Crescent, Mississauga, ON L5N 1Y4. Attention: Karen Gerhardt
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2022 Business Partner Registration Form

CONTACT INFORMATION					
Company Name [name as shown will be used on all virtual materials]:					
Authorized Representative:					
Title:					
Address:					
City:		Province:		Postal Code:	
Tel:		E-mail:			
Contact for Trade Show correspondence: [if different than above]					
Tel:		E-mail:			
Company Website:					
Company Twitter Link:					
Company LinkedIn link:					
Company Facebook link:					
Company Instagram link					
Company description: [50 words or less]					

SPONSORSHIP	COST	HST @ 13%	AMOUNT
Elite Sponsor	\$12,950.00	\$1,683.50	
Premium Sponsor	\$5,500.00	\$715.00	
Diamond Sponsor	\$3,000	\$390.00	
First Time Visitor	\$975	\$126.95	
Breakfast/Breaks/Lunch	\$600.00	\$78.00	
Professional Development Sessions	\$1500.00	\$195.00	
Wednesday Reception & Networking	\$1,500.00	\$195.00	
Thursday Delegate/Business Partner Reception & Dinner	\$2,500.00	\$325.00	
Wellness Room	\$1,500.00	\$195.00	
Logo on Delegate Swag Bag	\$750.00	\$97.50	
Photo Booth	\$1,500.00	\$195.00	
Yoga / Meditation (Indicate either yoga or meditation as your choice of sponsorship)	\$1,500.00	\$195.00	
Room Drop	\$750.00	\$97.50	
DJ / Entertainment	\$1,500.00	\$195.00	
Photographer	\$1,500.00	\$195.00	
Bus Sponsor	\$2,000.00	\$260.00	
Business Partner Directory Listing - Elite and Premium	FREE	FREE	FREE
Business Partner Directory Listing – Diamond and all other Conference Sponsors and Contributors	\$200.00	\$26.00	

ADDITIONAL TRADE SHOW TICKETS	COST	QUANTITY	SUBTOTAL	HST	TOTAL
Additional Trade Show Attendees (Limit of two additional tickets)	\$150.00				
Additional Thursday Delegate / Business Partner Networking Reception/ Dinner and Entertainment tickets. (Limit of two additional tickets subject to venue capacity)	\$200.00				
TOTAL TO BE CHARGED					

METHOD OF PAYMENT			
VISA		MASTERCARD	
AMEX			
E-TRANSFER TO TLOMA			
Bank Name: TD Canada Trust Bank Code: 004 Transit: 19922 Account no.: 0620-5227598 Click here for TLOMA VOID Cheque [E-transfer one - 25% non-refundable deposit due upon registration] [E-transfer two - no later than Wednesday, July 15 th , 2022, covering the remaining balance]. Please forward your E-transfer to TLOMA .			
<i>I hereby authorize TLOMA to use the credit card below to pay the 25% non-refundable deposit upon receipt of this registration form as well as the 75% balance due by Friday, July 15th, 2022.</i>			
CARD NUMBER:		EXPIRY DATE:	VERIFICATION CODE: [3 digit # on the back]
NAME ON CARD:		SIGNATURE:	
CANCELLATION OF SPONSORSHIP Will result in a refund of monies paid less the 25% deposit. No refunds will be made for cancellations received after Friday, July 15, 2022.		CONFIRMATION OF SPONSORSHIP This registration form will not be processed without the 25% non-refundable deposit. Remaining balance due Friday, July 15 th , 2022.	
TLOMA HST #861523074			
Please return this completed registration form to TLOMA by Email to: Karen Gerhardt			

POST CONFERENCE

All Sponsors and Contributors who support the TLOMA 2022 Conference & Trade Show will be listed in our newsletter TLOMAToday and displayed on our conference website. The listing will indicate your sponsorship level at the TLOMA 2022 Conference & Trade Show.

Following up with Conference Delegates after the Trade Show is a common practice for many Sponsors/Contributors. Generally, you can follow up to maximize your marketing efforts by connecting with the appropriate person for your goods and services.

Review the benefits of your Sponsorship level and take advantage of [Additional Opportunities](#) after the Conference.

Thank you for joining us at the TLOMA 2022 Conference & Trade Show!