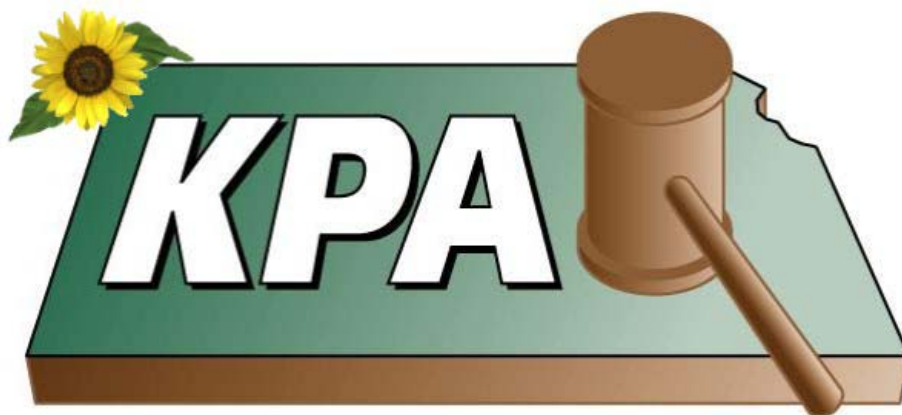


**KPA Annual Meeting and Seminar
June 12, 2009**

**Capitol Plaza Hotel & Convention Center
Topeka, Kansas**

**A Brochure of Marketing and Promotional
Opportunities Available to Your Company at the
Kansas Paralegal Association 2009 Annual
Meeting and Seminar**



Kansas Paralegal Association

You Have A Unique Opportunity!

How would you like to market your company to Paralegals across the Midwest!

The Kansas Paralegal Association (KPA) would like to offer you an opportunity to meet with paralegals from all over the State of Kansas, as well as the metropolitan areas of Kansas City, Topeka and Wichita, and show them what you have to offer legal professionals.

On Friday, June 12, 2009, KPA will hold its Annual Meeting and Seminar at the Capitol Plaza Hotel & Convention Center in Topeka, Kansas. There will be a special exhibit area where product demonstrations can take place, as well as the distribution of brochures and informational packets and the exchanging of ideas with paralegals! The paralegals who will be attending the seminar are the same individuals to whom attorneys look for resource and services information such as you provide. **WE ARE YOUR MARKET!**

You may also purchase advertising for inclusion with the seminar materials distributed to all registered attendees.

Finally, how about co-sponsoring our luncheon, a reception or a break? This is an additional opportunity to talk one-on-one with the attendees, as well as an additional opportunity to distribute your materials.

Reserving exhibit space or a sponsorship by **May 1, 2009**, will ensure that your company's name will appear in the Seminar Manual, which will be distributed statewide.

The information that follows further clarifies your advertising, exhibitor and sponsorship options. We look forward to meeting you and becoming more familiar with your services and products.

If you have any questions, please contact the KPA Event Chairperson, Andrea Duncan, at (785) 228-5736.

Three Ways to Market Your Company While Supporting the KPA

Option A: Advertising in the Program Manual

Option B: Participate as an Exhibitor

Option C: Co-Sponsor a Special Event



Option A: Program Insert

Advertising in the Kansas Paralegal Association's 2009 Annual Meeting and Seminar program Manual offers you exposure to paralegals attending the seminar. These program materials contain a complete listing of all seminar outlines and are used throughout the seminar day, as well as being used as a reference tool after the seminar is over.

Reserve your space by completing and returning the **OPTION A - Program Insert form (on the next page)** with your prepayment:

| Space | Dimensions | Cost |
|--------------|-------------------------------------|----------------------|
| Full Page | 8 1/2" x 11" | \$120.00 |
| Half Page | H 8 1/2" x 5 1/2" V 4 1/2" x 11" | \$ 80.00 \$ 80.00 |
| Quarter Page | 4 1/4" x 5 1/2" | \$ 45.00 |



DEADLINE FOR SUBMISSION: MAY 1, 2009

OPTION A: PROGRAM INSERT APPLICATION

**All Advertising Must Be Paid In Full At The
Time The Advertisement Is Placed**

The Kansas Paralegal Association is Authorized, at outlined below, to insert our advertisement in the Official 2009 Annual Meeting and Seminar Program Materials.

Name of Organization: _____

Address: _____

City/State/Zip: _____

Submitted By: _____

Title: _____

Telephone: _____

Size of Ad: _____

Amount Enclosed: \$ _____

Artwork (jpg. files please) must be supplied to KPA by May 1, 2009.

Please return this form to:

Andrea Duncan, Parker & Hay, LLP, 400 S. Kansas Avenue, Suite 200, Topeka, Kansas 66603, or via email to aduncan@parkerhaylaw.com.

DEADLINE FOR SUBMISSION: MAY 1, 2009

Option B:

Exhibitor Information

Exhibit Schedule:

Wednesday, June 12, 2009 Set-Up 7:00 a.m. - 7:30 a.m.
Exhibit Open 7:30 a.m. - 4:30 p.m.

Confirming Space:

To confirm exhibit space for the 2009 KPA Annual Meeting and Seminar, send the application with full payment. You will receive written verification of your payment and application from KPA. Exhibit spaces are sold on a first-come, first served basis. Exhibit spaces are limited!

| Space | Dimensions | | Cost |
|---------------|--------------|----------|----------|
| Full Table | 8' L x 30" W | w/food | \$150.00 |
| Full Table | 8' L x 30" W | w/o food | \$120.00 |
| Half Table | 4' L x 30" W | w/o food | \$ 75.00 |
| Quarter Table | 2' L x 30" W | w/o food | \$ 45.00 |

Signs: You will need to provide all identification signs.

Shipping:

Out-of-town exhibitors may ship exhibit materials (limit of two small boxes per vendor), to arrive no earlier than 4 days before the conference, to the following:

Kansas Paralegal Association
c/o Parker & Hay, LLP
400 S. Kansas Avenue, Suite 200
Topeka, Kansas 66603

Attention: Andrea Duncan, Event Chairperson
For: KPA June 12, 2009

All Exhibitor Space Must Be Paid In Full At The Time
The Application Is Submitted

OPTION B: EXHIBITOR APPLICATION

Take advantage of this opportunity to reach Paralegals throughout the Kansas City, Overland Park, Wichita, and Topeka Metropolitan areas by exhibiting at the 2009 KPA Annual Meeting and Seminar.

Type of Exhibit: _____

Describe the Products or
Services to be Exhibited: _____

Name of Organization: _____

Address: _____

City/State/Zip: _____

Requested By: _____

Title: _____

*Telephone Needs: _____

*Electrical Needs: _____

*Other Equipment Needed: _____

Names Which Should
Appear On Badge(s): _____

Table size requested _____ Full _____ Half _____ Quarter

Check Enclosed in the Amount of \$ _____

Please return this form to:
Andrea Duncan, KPA Event Chairperson
400 S. Kansas Avenue, Suite 200
Topeka, KS 66603

* These services may not be available. If you require one of these services please make a request well in advance so that we have the opportunity to work with the hotel in accommodating you.

Option C:

Special Event Sponsorship

This is an opportunity to support the Kansas Paralegal Association by co-sponsoring a special event at the 2009 Annual Meeting and Seminar. Sponsorship is a great way to win the support of the legal professionals!

All Special Event Sponsors will receive special recognition at each sponsored event, as well as acknowledgment in the Seminar Manual.

| Break(s) | Suggested Donation: | Description: |
|---|--|-----------------------|
| Morning Meeting | \$250.00 | Continental Breakfast |
| Morning Break | \$150.00 | Coffee & Pastry |
| Luncheon Dessert | \$250.00 | Dessert and Coffee |
| Luncheon Speaker | \$300.00 | Luncheon Speaker |
| Luncheon (Co-Sponsor) | \$250.00 \$250.00 | From Banquet Menu |
| Afternoon Break | \$150.00 | Snacks and Sodas |
| Other Support: (i.e., raffle prizes, table gifts, speaker expenses, etc.) | Please call to discuss how your marketing ideas will benefit you and the Kansas Paralegal Association All ideas are welcome! | |

Deadline for Sponsorship

May 1, 2009

OPTION C: SPECIAL EVENT SPONSORSHIP FORM

| | |
|---|--|
| Name to be used on all acknowledgments: | |
| Contact Name: | |
| Title: | |
| Address: | |
| City/State/Zip: | |
| Telephone: | |
| Signature: | |

With the enclosed check for \$ _____, we wish to sponsor the following event(s):

| Break(s) | Amount of Sponsorship |
|--|--|
| Morning Meeting (Continental Breakfast) | \$ _____ |
| Morning Break (Coffee & Pastry) | \$ _____ |
| Luncheon Dessert | \$ _____ |
| Luncheon Speaker | \$ _____ |
| Luncheon | \$ _____ |
| Afternoon Break | \$ _____ |
| Other | Door Prize/Give Away: Goodie-Bag Item: Other: _____ |

Please return this form to:
 Andrea Duncan,
 Parker & Hay, LLP,
 400 S. Kansas Avenue, Suite 200,
 Topeka, Kansas 66603

or via email to aduncan@parkerhaylaw.com.

A SPECIAL THANK YOU TO OUR SPONSORS and ADVERTISERS

The Kansas Paralegal Association wishes to thank all of its sponsors for their support, both past and present. Your support of the KPA Annual Meeting and Seminar helps defray the cost of this major educational event for our members. We hope your participation in our Annual Meeting and Seminar provides your company an opportunity to inform our members of the services you have to offer to the legal community. We appreciate your support of this event.

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**Kansas Paralegal Association
P.O. Box 1675 Topeka,
Kansas 66601-1675**



Kansas Paralegal Association