

2025-2026 BUSINESS PARTNER PROGRAM



2026 SPONSORSHIP
OPPORTUNITY
GUIDE

ALA AND THE
VALUE IN
PARTNERSHIP

2026
SPONSORSHIP
OVERVIEW



2026 JaxALA SPONSORSHIP OPPORTUNITY GUIDE



**SPONSORSHIP YEAR:
JANUARY 1, 2026 – DECEMBER 31, 2026**

The Jacksonville Chapter of the Association of Legal Administrators (“JaxALA”) invites you to join us in achieving our goal of providing educational opportunities, professional development, and support to the legal community.

Mark your calendars now for the 2026 Sponsorship Registration:

**Business Partner Registration Opens for Current Year Business Partners:
OCTOBER 2, 2025**

**Remaining Sponsor Levels Open to New Business Partners:
NOVEMBER 1, 2025**

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

ALA AND THE VALUE IN 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 has over 8,000 members worldwide, representing more than 30 countries. JaxALA was chartered March 8, 1976 and has 47 members and 8 lifetime members. These members are involved in the decision-making and management of law firms, corporate legal departments, and government legal agencies. When evaluating needs for goods and services, we encourage our members to consider companies that have developed a relationship with JaxALA. That is typically established through sponsorships in our Business Partners' program.

Listed below are 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 the 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 in our Business Partner relationships enhances the administrator's credibility and improves the quality of management within the legal service organization.*
- *Those who provide our external business services are always our first choice in seeking sponsorships.*

We hope you will find this 2026 Sponsorship Opportunities Guide useful when planning your future involvement with JaxALA. 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!

JaxALA

“YOUR CONNECTION TO THE LEGAL COMMUNITY”



SPONSORSHIP OVERVIEW

	Gold \$4,000	Silver \$3,000	Bronze \$2,000	Copper \$1,000
CONNECTIONS				
Access to Electronic Membership Directory	✓	✓	✓	✓
Your Business Card or signature block posted on JaxALA website	✓	✓	✓	✓
Listing in Business Partner section of website with link & logo	✓	✓	✓	✓
Custom Banner/Business Partner Slider	✓	✓	✓	
Sponsor & Attend Educational Monthly Meeting	3	2	1	
Present 50-Minute Educational Session	✓	✓		
\$500 Scholarship Registration Sponsorship		✓		
\$1,000 Scholarship Registration Sponsorship	✓			
INVITATION TO ATTEND				
BP 101 Event	✓	✓	✓	✓
BP Renewal Event	✓	✓	✓	✓
Business Partner Bonanza Event	✓	✓	✓	✓
Quarterly Lunch Bunch	4 total	3 total	2 total	1 total
Quarterly Happy Hour	4 total	3 total	2 total	1 total
Additional Social Event	4 total	3 total	2 total	1 total
Annual BP & Managing Partner Expo	✓	✓	✓	✓
Educational Monthly JaxALA Member meetings	Virtual Access to All*	Virtual Access to All*	Virtual Access to All*	Virtual Access to All*
Holiday Event (in person)	✓	✓	✓	
Annual Meeting (in person)	✓	✓	✓	
Hubbard House Charity Event (in person)	✓	✓	✓	
Business Partner Charity Event	✓	✓		
BP Board Meeting	✓			
BP Personal Social Event	✓			

* - Excluding Member Only Round Table, Annual Meeting, Holiday Event

GOLD

\$4,000

Membership in this level includes:

CONNECTIONS:

- Access to our Electronic **Membership Directory***
- Your business card or signature block posted on JaxALA website
- Listing in Business Partner section of website with link and logo
- **Custom Banner/Business Partner Slider** on the JaxALA website
- Sponsorship of **three (3) In-Person Educational Monthly Meetings**
- Opportunity to present a 50-minute educational session at **one (1) of your selected Educational Monthly Meetings**. **Topic must achieve CLE/CLM credits** for our members and be **approved by our Board two months prior to your scheduled date**. Presentation should cover one or more of these (5) five topics: **(1) Communication and Organizational Management, (2) Financial Management, (3) Human Resources Management, (4) Legal Industry/Business Management, or (5) Operations Management**. Since our educational monthly meetings are planned in advance, it is imperative that we receive advance notice of any possible changes. Changes made less than 30 days before the meeting may not be accommodated. **If educational materials are not received in the prescribed time period as referenced above, the JaxALA reserves the right to cancel, change, or reschedule as the JaxALA schedule allows.**
- **\$1,000 Scholarship Registration Sponsorship**
 - Scholarship can include Chapter Leadership Institute (CLI), National Conference or other ALA events and may be grouped with other companies

GOLD CONT'D

INVITATION TO ATTEND:

- **BP 101 Event**
- **BP Renewal Meeting** with JaxALA Board and Business Partners' Committee (usually held in the fall)
- **Business Partner Bonanza Event** – Family Social event (usually in the summer)
- **Four (4) Lunch Bunches** (held on quarterly basis)
- **Four (4) Happy Hours** (held on quarterly basis)
- **Four (4) Social Events** (held on quarterly basis)
- **Business Partner Expo Event**
- **Educational Monthly Meetings** virtually
 - Excludes Member Only Round Table, Annual Meeting and Holiday Event
- **Holiday Event** (usually held in December)
- **Annual Meeting** (usually held in March)
- **Hubbard House Charity Event** (usually held in 4th quarter)
- **BP Charity Event** – Business Partner must pick the charity at registration or the JaxALA will select the charity on Business Partner's behalf.
- **Business Partner Board Meeting**
- **BP Personal Social Event** (i.e. private lunch bunch, happy hour, etc.) with the JaxALA. Note: JaxALA will cover up to \$200 for the event.

The Quarterly Preferences for Lunch Bunches, Happy Hours, and Social Events must be made at the time of submitting the Business Partner application.

SILVER

\$3,000

Membership in this level includes:

CONNECTIONS:

- Access to our Electronic **Membership Directory***
- Your business card or signature block posted on JaxALA website
- Listing in Business Partner section of website with link and logo
- **Custom Banner/Business Partner Slider** on the JaxALA website
- Sponsorship of **two (2) In-Person Educational Monthly Meetings**
- Opportunity to present a 50-minute educational session at **one (1) of your selected Educational Monthly Meetings**. **Topic must achieve CLE/CLM credits** for our members and be **approved by our Board two months prior to your scheduled date**. Presentation should cover one or more of these (5) five topics: **(1) Communication and Organizational Management, (2) Financial Management, (3) Human Resources Management, (4) Legal Industry/Business Management, or (5) Operations Management**. Since our educational monthly meetings are planned in advance, it is imperative that we receive advance notice of any possible changes. Changes made less than 30 days before the meeting may not be accommodated. **If educational materials are not received in the prescribed time period as referenced above, the JaxALA reserves the right to cancel, change, or reschedule as the JaxALA schedule allows.**
- **\$500 Scholarship Registration Sponsorship**
 - Scholarship can include Chapter Leadership Institute (CLI), National Conference or other ALA events and may be grouped with other companies

SILVER CONT'D

INVITATION TO ATTEND:

- **BP 101 Event**
- **BP Renewal Meeting** with JaxALA Board and Business Partners' Committee (usually held in the fall)
- **Business Partner Bonanza Event** – Family Social event (usually in the summer)
- **Three (3) Lunch Bunches** (held on quarterly basis)
- **Three (3) Happy Hours** (held on quarterly basis)
- **Three (3) Social Events** (held on quarterly basis)
- **Business Partner Expo Event**
- **Educational Monthly Meetings** virtually
 - Excludes Member Only Round Table, Annual Meeting and Holiday Event
- **Holiday Event** (usually held in December)
- **Annual Meeting** (usually held in March)
- **Hubbard House Charity Event** (usually held in 4th quarter)
- **BP Charity Event** – Business Partner must pick the charity at registration or the JaxALA will select the charity on Business Partner's behalf.

BRONZE

\$2,000

Membership in this level includes:

CONNECTIONS:

- Access to our Electronic **Membership Directory***
- Your business card or signature block posted on JaxALA website
- Listing in Business Partner section of website with link and logo
- **Custom Banner/Business Partner Slider** on the JaxALA website
- Sponsorship of **one (1) In-Person Educational Monthly Meeting**

INVITATION TO ATTEND:

- **BP 101 Event**
- **BP Renewal Meeting** with JaxALA Board and Business Partners' Committee (usually held in the fall)
- **Business Partner Bonanza Event** – Family Social event (usually in the summer)
- **Two (2) Lunch Bunches** (held on quarterly basis)
- **Two (2) Happy Hours** (held on quarterly basis)
- **Two (2) Social Events** (held on quarterly basis)
- **Business Partner Expo Event**
- **Educational Monthly Meetings** virtually
 - Excludes Member Only Round Table, Annual Meeting and Holiday Event
- **Holiday Event** (usually held in December)
- **Annual Meeting** (usually held in March)
- **Hubbard House Charity Event** (usually held in 4th quarter)

COPPER

\$1,000

Membership in this level includes:

CONNECTIONS:

- Access to our Electronic **Membership Directory***
- Your business card or signature block posted on JaxALA website
- Listing in Business Partner section of website with link and logo
- **Custom Banner/Business Partner Slider** on the JaxALA website
- Sponsorship of **one (1) In-Person Educational Monthly Meeting**

INVITATION TO ATTEND:

- **BP 101 Event**
- **BP Renewal Meeting** with JaxALA Board and Business Partners' Committee (usually held in the fall)
- **Business Partner Bonanza Event** – Family Social event (usually in the summer)
- **One (1) Lunch Bunch** (held on quarterly basis)
- **One (1) Happy Hour** (held on quarterly basis)
- **One (1) Social Event** (held on quarterly basis)
- **Business Partner Expo Event**
- **Educational Monthly Meetings** virtually
 - Excludes Member Only Round Table, Annual Meeting and Holiday Event

DISCLAIMERS

Logos: Please note that Business Partners are prohibited from using the JaxALA chapter logo on any promotional materials, including websites. The JaxALA chapter logo is copyrighted material and may not be duplicated in any way that implies the Business Partner is owned or operated as part of or in a joint venture with JaxALA. Business Partners may advertise that they are JaxALA Business Partners including the year and level of partnership (i.e. 2026 Gold Level Business Partner). Business Partners may also indicate the length of time they have been a Business Partner (i.e. JaxALA Business Partner since 2005). Business Partners may also use the Business Partner logo which will be provided to current Business Partners by JaxALA.

Change in Status: Business Partner agrees to report any changes in the status of the Business, in writing, to the President or Business Partner Committee, including, but not limited to, changes to the initial Business Partner Registration Form such as the name of business, organizational structure, primary contact information or change of representative, address, website, logo, email address or telephone number. Further, a change in business status releases the Jacksonville Chapter of the Association of Legal Administrators of any additional contractual obligations due to the status change of the Business Partner and could result in a termination of contract if the change in status results in the business no longer being eligible as a Business Partner.

Media Hold Harmless: Acceptance into the Jacksonville Business Partner program includes agreeing to hold harmless the Jacksonville Chapter of the Association of Legal Administrators for any published media containing the information provided from the company representative on the Business Partner registration form and subsequent requested symbiosis publication information, including, but not limited to, logo, descriptions, website, contact information, pictures, change of personnel or status information and location on media platforms such as Facebook, LinkedIn, Twitter, Instagram, emails and website.

***Electronic Format Membership Directory:** As a further benefit to our Business Partners, our Membership Directory will be provided in electronic format. Please note that our hesitation to do so in the past stems from abuse of our members' privacy. In order to balance both the needs of our members with the desires of our supporting Business Partners, this information is provided with the following stipulations:

- Membership Directories are confidential in nature and cannot be shared with anyone besides the listed Business Partner; this includes publishing on the internet or file sharing platforms.
- If a member email address is compromised or suspected of being compromised by an outside source (including a spam bot, etc.), the Board must be contacted immediately at info@jaxala.org.
- Violations of one or more of the stipulations above **may** forfeit the Business Partner's current year benefits without a refund and/or make the Business Partner ineligible to renew in subsequent years.

The JaxALA asks that Business Partners do **NOT** change, update, or revise the Membership Directory password.

****In-Person Events:** In the event of unforeseen circumstances or if we are prevented from holding in-person events, **JaxALA will fulfill our Business Partner obligations virtually.**

SPONSORSHIP COMMITMENT PROCEDURES

In order to preserve our ability to distribute JaxALA sponsorship opportunities in an equitable manner, we follow a first-come, first-served policy with prior year Business Partners having a month long right to renew period. JaxALA will make an effort to honor all prior year's Business Partners' requests; however, the "right to renew" does not guarantee the level of the previous year. This does, however, afford renewing Business Partners with an advance opportunity to commit. The opportunity to present at a meeting is available on a first-come, first-served basis after both application and funding have been received and the topic has been approved by the Board.

OPENING DAY 2025 SPONSORSHIP COMMITMENTS:

Current Year Business Partners: **OCTOBER 2, 2025**

New Business Partners: **NOVEMBER 1, 2025**

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 2025 Business Partners' Program Benefits run on an annual basis – **defined as January 1, 2026 to December 31, 2026.**

JaxALA reserves the right to revoke the Business Partnership of or deny Partnership to any Business or Person associated with said Business whose conduct, behavior or language is inconsistent with the principles of the Association of Legal Administrators mission and the ALA's Code of Ethics. This may include forfeiture of all or part of any funds received by this Chapter.

PAYMENT PROCEDURES

For all sponsorship packages, payment is due as detailed on the Business Partner Registration form on the JaxALA website (www.jaxala.org). JaxALA reserves the right to release a sponsorship level if payment is not received in accordance with the agreement.

Alternate payments should be made payable to "**The Jacksonville Chapter of ALA,**" along with a completed Business Partner Registration Form for the desired sponsor level, and mailed or delivered to:

**Jacksonville ALA
c/o Lisa Murphy
590 Oak Street
Jacksonville, FL 32204
Phone: (904) 354-9000 x237 | Email: Treasurer@jaxala.org**

TERMS AND CONDITIONS

By submitting the Business Partner Registration Form and payment, the Business Partner is agreeing to comply with the terms and conditions outlined within the 2026 JaxALA Sponsorship Opportunities Guide.