



2024 Annual Convention

Friday, May 10, 2024

North Hennepin Community College
7411 85th Avenue North
Brooklyn Park, MN 55445

PLEASE RETURN THE COMPLETED APPLICATION FORM AND COMPANY LOGO TO EXHIBITOR@MNPARALEGALS.ORG NO LATER THAN THURSDAY, APRIL 25, 2024.

CONVENTION EXHIBITOR BOOTH/SPONSORSHIP APPLICATION & AGREEMENT

(Fill out the information below as you would like it to be listed in the program booklet.)

Company Name	Address	Phone Number	Contact Name/Title	Contact Email

All exhibitors and sponsors should submit a high-resolution digital logo to exhibitor@mnpa.org.

Exhibitor Booth Sponsorship:

\$_____ **Booth Rental:** Fee is \$575.00 for MPA members; \$675 for non-members. Price includes two persons per booth, lunch for those attending, and a listing in the convention booklet. MPA will provide a table, two chairs, and electricity; backdrops will not be provided.

\$_____ **Third Person Registration:** Fee is \$25.00 extra (includes lunch) for extra booth rep.

Booth Personnel: Please print names of attendees for name badges for each registered person. (Registration includes lunch; please indicate below if you will be joining us for lunch.)

Attendee #1 Name: _____

Lunch: yes or no

Attendee #2 Name: _____

Lunch: yes or no

Attendee #3 Name (optional with fee): _____

Lunch: yes or no

Advertising Partnership:

\$ _____ **Break Partner:** \$150 (4 spots available) – Price includes company name and logo prominently displayed on a sponsorship board plus a listing in the convention booklet.

\$ _____ **Breakfast Partner:** \$300 (3 spots available) – Price includes company name and logo prominently displayed on a sponsorship board plus a listing in the convention booklet.

\$ _____ **Lunch Partner:** \$400 (3 spots available) – Price includes company name and logo prominently displayed on a sponsorship board, a listing in the convention booklet, and sponsorship mentioned with keynote speaker introduction.

\$ _____ **Convention Program Advertisement** (business card size): \$50.00
Digital ads must be submitted to us no later than Thursday, May 2, 2024.

\$ _____ **Convention Program Advertisement** (full page): \$150.00
Digital ads must be submitted to us no later than Thursday, May 2, 2024.

\$ _____ **Workshop Sponsor:** \$50.00 (3 spots available) – Price includes company name and logo prominently displayed on a sponsorship board, a listing in the convention booklet, and option to introduce Workshop presenters.

\$ _____ ~~**Registration bags for attendees:** Donate bags with your company logo or branding and any additional items that you wish to include (no additional items are necessary). We will add the registration materials and give a bag to each attendee. **SOLD OUT**~~

\$ _____ ~~**Lanyards:** Donate lanyards with your company logo or branding. Suggested donation is 150 items. **SOLD OUT**~~

YES / NO **Branded Swag Items:** Donate any type of branded swag with your company logo. Suggested donation is 125 items; please deliver/ship swag items in advance of the convention to: MPA, 2345 Rice Street, Suite 220, St. Paul, MN 55113

Door Prize Donation:

Door prize donation for attendee drawings (door prizes will be awarded at the end of the day and recipients alerted via email)

- Yes, I will donate a door prize (I will send to MPA prior to the convention)
- No, not at this time.

We will provide the following door prize: _____

Please deliver or send swag and/or door prize in advance of the convention to:
MPA’s Office – 2345 Rice Street, Suite 220, St. Paul, MN 55113

For coordination, please contact Patty Meagher at exhibitor@mnpa.org, or cell 651-261-0253.

Miscellaneous Donation:

Want to get involved, but don't see a sponsorship opportunity on this list that fits the needs or ability of your organization? Contact exhibitor@mnpaalegals.org to see what other opportunities may be available.

Payment:

Please call the MPA Business Office at 651-633-2778 with your credit card information at the time of submission or request an invoice to be emailed to you for online payment.

Included with all Sponsorships

Acknowledgement in the convention program booklet is included with all sponsorships. Please submit company name, a high resolution logo, and a short description of services by May 2, 2024.

- Exhibit hours are from 7:30 a.m. to 4:30 p.m.
- Advertising and booth space is limited; agreements will be accepted on a first-in, first-honored basis.
- Exhibitors will receive an electronic list of names of all event attendees.
- Agreements will not be processed without payment.
- By signing this Agreement, I acknowledge that MPA is not liable for accidents, injuries, loss or property damage that may occur to exhibitors at this event.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

Please return the completed sponsorship application and company logo to exhibitor@mnpaalegals.org by April 25, 2024. Questions can be directed to Patty Meagher at exhibitor@mnpaalegals.org.

Thank you for supporting MPA!