

2023 Sponsorship Prospectus



The 22nd Annual Law Firm COO & CFO Forum

DINNER

November 1st, 2023
RPM Italian DC
Washington, DC

CONFERENCE

November 2-3, 2023
Conrad Washington, DC
950 New York Ave NW
Washington, DC 20001

The 22nd Annual Law Firm COO & CFO Forum SPONSORSHIP PROSPECTUS

The Thomson Reuters Institute is proud to present The 22nd Annual Law Firm COO & CFO Forum at Conrad Washington, DC on November 2-3, 2023. The premier national summit for law firm officers and their peers, the COO & CFO Forum continues its tradition of legal industry thought leadership and unmatched professional networking with prominent law firm executives and our community of partners.

Sponsorship is available for the Wednesday Pre-Conference Workshop, Opening Night Dinner (limited to 5 partners), and two-day Forum for a wholly immersive experience that takes full advantage of this unique event and Washington, DC. Join us as we enter a bold new era of industry-leading thought leadership and professional development.

THE PARTNER EXPERIENCE

Opening Night Dinner (five available) - Be one of four sponsors for a festive, casual, intimate evening at one of Washington, DC's finest restaurants. Attendance is capped for maximum networking opportunities.

**For More Information
Please Contact:**

TRIsales@thomsonreuters.com
1-800-308-1700

THE FORUM

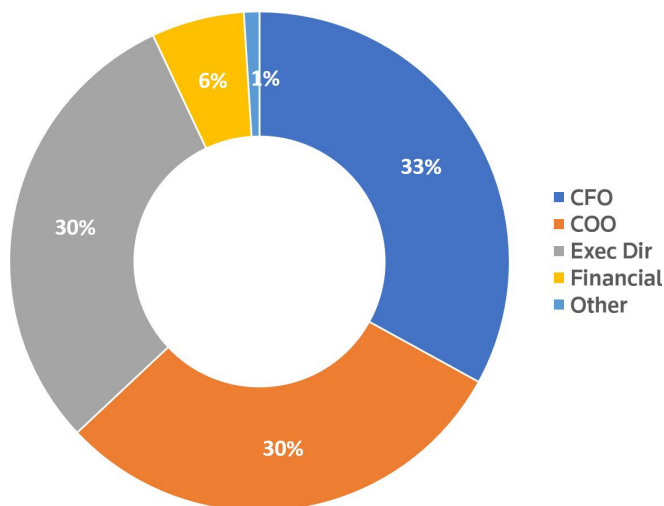
The conference offers large-scale visibility and exposure over three days and provides opportunities to further relationships you've established with attendees.

PRE-CONFERENCE WORKSHOP

Please ask for separate prospectus.

YOUR MESSAGE WILL REACH AN ESTIMATED 200 ATTENDEES INCLUDING:

- Chief Operating Officers
- Chief Financial Officers
- Executive Directors
- Directors of Finance
- Chief Administrative Officers



The 22nd Annual Law Firm COO & CFO Forum SPONSORSHIP LEVELS

PLATINUM \$24,000

Event Site Exposure

- 1 counter (Length 36" x Depth 24" x Height 41") in the best available space
- 1 premier event (Lunch, Reception)

Event Passes

- 4 complimentary sponsor registrations
- 4 complimentary client registrations for use with unregistered law firm clients

Marketing

- 75-word company description and logo on event program page with link to your company's website.
- Logo placement in all event marketing and onsite collateral.
- Email invite and discount code as an offer to your non-registered clients.
- Registration lists including pre- (firms and titles) and post- (**name, firm, title, state, country only**) conference lists for your use. Opt-in Registrants only.
- Event app exposure includes:
 - Sponsor contact information (name, phone, email)
 - Downloadable sponsor whitepaper (up to 5 pages)
 - 2 push notifications within 5 days of the event

GOLD \$18,000

Event Site Exposure

- 1 counter (Length 36" x Depth 24" x Height 41")
- 1 marquee event (Pre-or Post- Event Email, WiFi, Event App)

Event Passes

- 3 complimentary sponsor registrations
- 3 complimentary client registrations for use with unregistered law firm clients

Marketing

- 50-word company description and logo on event program page with link to your company's website.
- Logo placement in all event marketing and onsite collateral.
- Email invite and discount code as an offer to your non-registered clients.
- Registration lists including pre- (firms and titles) and post- (**name, firm, title, state, country only**) conference lists for your use. Opt-in Registrants only.
- Event app exposure includes:
 - Sponsor contact information (name, phone, email)
 - Downloadable sponsor whitepaper (up to 3 pages)
 - 1 push notifications within 5 days of the event

SILVER \$12,000

Event Site Exposure

- 1 counter (Length 36" x Depth 24" x Height 41")
- 1 event (Breakfast (either day), Networking Break (either day))

Event Passes

- 2 complimentary sponsor registrations
- 2 complimentary client registrations for use with unregistered law firm clients

Marketing

- 25-word company description and logo on event program page with link to your company's website.
- Logo placement in all event marketing and onsite collateral.
- Email invite and discount code as an offer to your non-registered clients.
- Registration lists including pre- (firms and titles) and post- (**name, firm, title, state, country only**) conference lists for your use. Opt-in Registrants only.
- Event app exposure includes:
 - Sponsor contact information (name, phone, email)
 - Downloadable sponsor whitepaper (up to 2 pages)

EXHIBITOR \$7,000

Event Site Exposure

- Highboy cocktail table exhibit in the event space

Event Passes

- 1 complimentary sponsor registration
- 1 complimentary client registration for use with unregistered law firm clients

Marketing

- 25-word company description and logo on event program page with link to your company's website.
- Logo placement in all event marketing and onsite collateral.
- Email invite and discount code as an offer to your non-registered clients.
- Registration lists including pre- (firms and titles) and post- (**name, firm, title, state, country only**) conference lists for your use. Opt-in Registrants only.
- Event app exposure includes:
 - Sponsor contact information (name, phone, email)

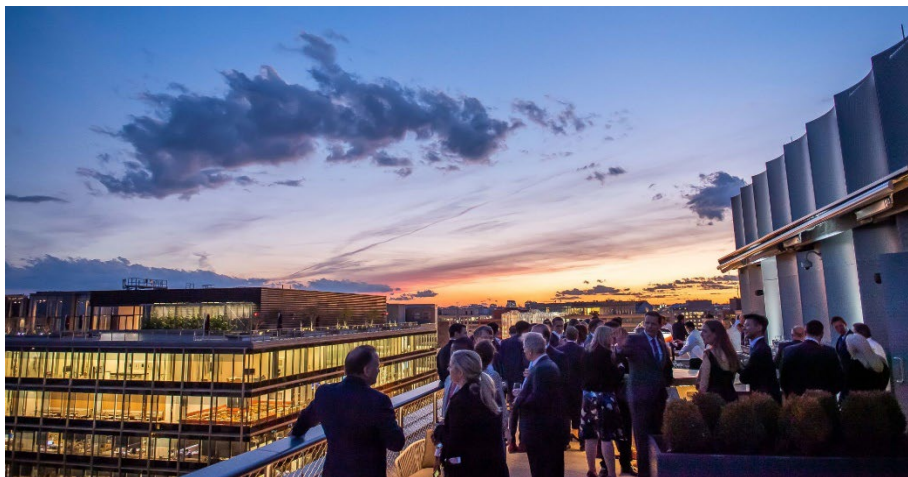
DINNER \$10,000 (Sponsor add-on. Silver Level & Above)

- Logo on all dinner event marketing
- Opportunity to invite two unregistered law firm clients
- 2 sponsor dinner passes

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CUSTOMIZABLE BRANDING OPPORTUNITIES

- Partner Talks – Present 12-minute segment on approved theme. This TED-talk style format requires approval from Thomson Reuters. Ask sponsor rep. for speaking opportunity, detail and availability. \$5000
- Branded Lanyards – Attendee lanyards for all three days. \$5000
- Official Notebook Sponsor – to be placed on tables during general session for attendees. Sponsor responsible for production and shipping costs. \$2000
- Room Drop – Hotel will deliver branded materials and/or gifts to attendees’ rooms. Price is market rate, request quote from your TR rep. \$3000
- Wednesday Night After-Party (8:30pm-10:30pm) – Join us on the Conrad Rooftop Terrace for cocktails, networking and sweeping views of the DC skyline. Three opportunities available. \$3000
- Event App Sponsorship. On navigation menu (other logos will rotate continuously) \$1500
- Branded Coffee Sleeves. \$1000
- Branded Key Card/Sleeve – Forum’s dedicated room block. \$2000
- Branded Napkins – Receptions or breaks. Sponsor is responsible for production and shipping costs. \$750
- Sponsored Floor Decals (pending hotel approval). \$1500/per day
- Signature Cocktail/Champagne – Thursday evening reception. \$3000



Sponsors are encouraged to actively engage conference attendees during our Thursday night reception and all other formal networking activities. Any additional sponsor-hosted functions or events must avoid conflicting with official social and/or networking times on the agenda. This includes our Wednesday Welcome Dinner on November 1, 2023.

Custom opportunities are available as add-ons to your sponsorship package. Additional options may be considered upon request. All are subject to availability.