**WESTERN TRIAL LAWYERS ASSOCIATION**

**2023 VENDOR AGREEMENT**

Western Trial Lawyers Association, herein called “WTLA” and registered vendor attendee, herein called “Vendor”, have entered into this agreement (“Agreement”), establishing a vendor agreement with WTLA.

1. Vendor Sponsorship Levels.

|  |  |  |  |
| --- | --- | --- | --- |
|  | PLATINUM | GOLD | SILVER |
| 2023 Ski Seminar | $ 6,500 | $ 4,500 | $ 3,000 |
| 2023 Hawaii Seminar | $ 6,500 | $ 4,500 | $ 3,000 |
| **Total Sponsorship for year** | **$ 13,000** | **$ 9,000** | **$ 6,000** |

1. Written Materials and/or PowerPoint. You will be required to submit written materials and/or PowerPoint presentation. Written materials and/or PowerPoint will be due 30 days prior to each seminar. The 2023 Ski Seminar materials will be due on February 15, 2023 and the 2023 Hawaii Seminar materials will be due on May 1, 2023.
2. Vendor Booth Setup and Display Policy. Each Vendor will be given a table and two chairs for their setup. Choice of table comes on a first come, first served basis, excluding Platinum sponsors who will have priority. WTLA will contact you with the date and time when you can access the set-up area. Any special requests must be made directly to the Executive Director of WTLA.
3. Private Events. Private (non WTLA sponsored events) are not permitted during a scheduled WTLA event.
4. Cancellation Policy.
	1. Request for refund must be made in writing to the Executive Director of WTLA;
	2. 50% cancellation refund will be given between the 60th and 30th day prior the seminar, with 50% credit toward the next event; and
	3. There will be no refund if there is a cancellation within 30 days prior to the seminar.

I have read, fully understand, and accept the contents of this Agreement, and am acting as duly authorized representative of the Vendor.