



# SPONSORSHIP PACKAGES

RECOGNISING THE  
ACHIEVEMENTS OF PARALEGALS



## ABOUT THE AWARDS

The new annual National Paralegal Awards, organised in association with the Professional Paralegal Register, are an exciting opportunity for the legal sector to reward and recognise the outstanding Paralegals in the UK. These awards focus solely on the work and achievements of Paralegals across a range of categories. The categories have been carefully chosen to reflect the diversity of work within the Paralegal sector.

Entry will be free and submissions will be made online. Then we will gather together the finalists, chosen by our expert judging panel, with our sponsors to celebrate excellence and to raise the profile of the work of Paralegals.

## THE GALA FINAL

The gala final will be held at The Radisson Blu hotel in Bloomsbury on 29th March 2019 and will be a great opportunity to network and celebrate achievements. The event will begin with a drink's reception, followed by a 3 course meal with wine and the awards presentation. Each sponsor will be able to present an award on stage and their logo displayed on screen.



All sponsors will be featured in the awards programme. Plus there will be the option of adding a promotional item to our gift bag and displaying a banner in the function room where the event will take place.

## THIS EVENT WILL SUPPORT THE YOUNG CITIZENS CHARITY

Our chosen charity partner for 2019 is Young Citizens.

Young Citizen works to help young people become active, engaged and motivated citizens, who are able to contribute positively to their communities. We believe that by doing so, we can help strengthen democratic society. At a time when so many of our democratic institutions are under threat, our work is more important than ever.



Helping young people understand the rule of law is key. Our legal projects range from mock trials, where young people learn about the legal justice system, to our Legal Experts in Schools programme, which links legal professionals with schools, to our Smartlaw website, full of high quality teaching resources. All of our work has a single aim: to help young people be active citizens for life.

[www.youngcitizens.org](http://www.youngcitizens.org)

## WHY YOUR COMPANY SHOULD GET INVOLVED?

Supporting the National Paralegal Awards by sponsoring an award category will provide your business with the opportunity to network and engage with the leading companies in the Paralegal sector, as well as individuals which will promote greater brand awareness of your business.

As it is currently the only award ceremony dedicated to Paralegals, this is your opportunity to raise your profile among a targeted group of companies and individuals. By supporting this event you are endorsing your support for the Paralegal sector and this will provide you with critical exposure and create potential opportunities for business development. Having a diverse legal workforce is paramount to the continued success of the legal profession.

Becoming a sponsor will mean we will advertise your company during our promotional marketing for the awards and at the Gala Final. This will be via a launch event, email marketing, our website, direct mail and social media. In addition to category sponsorship packages there will be other branding and marketing opportunities available. Whatever your business objectives or budget, we will work with you to find the right package.



## JUDGING PANEL

The judging panel will be made up of sponsors and other legal professionals.

Meet 4 of our judges for 2019...

### **Mark Solon – Chairman, Wilmington Legal**

Mark is Chairman of Wilmington Legal, part of Wilmington Plc. Companies within the Plc includes Central Law Training one of the UK's leading providers of practical training for paralegals and legal support professionals. The Specialist Paralegal Qualification is equivalent to QCF Level 6, the highest level of subject-specific Paralegal training available in the UK.



This level recognises the complexity and depth of knowledge and understanding required to successfully complete the course. He started his career as a solicitor with Clyde & Co in the City of London, then had his own practice in Greenwich and was the founder of Bond Solon Training in 1992. He is a prolific writer on issues around evidence and frequently appears on TV and radio. He founded the Expert Witness Institute in 1996. He also founded La Touche training in Dublin 1995. He has written numerous articles and several books relating to evidence and he frequently appears on television and radio dealing with evidential and legal education issues. As well as being a solicitor, he has an MSc in Shipping Trade and Finance (with Distinction) from the City University and is an Attorney at Law in California.

### **Anthony Abrahams – Director General, Chartered Institute of Arbitrators**

Anthony Abrahams TD DL MBA MCI Arb joined the Chartered Institute of Arbitrators as its new Director General, on 10 April 2012. He moved from Charter Chambers where he was Chief Executive, and prior to that Group Managing Director at Kain Knight Group plc.



Qualified as a solicitor and specialising in civil litigation, Anthony has considerable hands on experience in legal practice management which he has reinforced academically gaining an MBA with distinction from Nottingham Law School. Anthony also sits as a Deputy District Judge.

## **Amir Ali MCICM - Chairman, CCUA**

Amir has worked in Private Practice for 21 years for several leading firms of Solicitors who specialised in Debt Recovery & Insolvency at senior management level. He was also Head of Litigation for a Midlands based National Leasing Plc.



Amir was invited to join the High Court Enforcement Officers Association (formally known as the High Court Sheriff's Association) firstly at John Marston & Co (now Marston Group) where he was Client Relationship Manager for over three years before taking up my current role as Director of Client Services and Business Development at High Court Enforcement Group. Amir has over 32 years' experience in both the Legal and Enforcement Sectors.

Additionally, Amir was elected to the post of Vice Chairman of the CCUA (Civil Court Users Association) in September 2009, (Acting Chairman from February 2015 to October 2015) and serve as Chairman of both the Lobbying and Events Steering Committees. The Association is charged with airing and addressing the concerns of all Civil Court Users in England and Wales at the very highest levels of Government, MOJ, and Her Majesty's Court & Tribunal Service (HMCTS) to include all other Stakeholders concerned with Policy Change in the Civil Realm. Amir is currently Chairman of the CCUA, a position he was elected to at the CCUA AGM in October 2015.

## **Claire Smith - Head of Business Development, Moneypenny**

Claire qualified as a solicitor before embarking on a career in business development specialising in the legal sector. Claire headed up Connect2Law, the UK's largest referral and support network for law firms, before moving to join the national legal brand, QualitySolicitors. In 2017, Claire joined Moneypenny



as its Head of Business Development to steer the company into new markets using her wealth of business development knowledge. Claire is passionate about working with forward-thinking businesses to provide them with tailored solutions - and well known as a regular attendee and speaker at events.

# SPONSORSHIP OPPORTUNITIES

## HEADLINE SPONSOR - £3,500 **SOLD**

Exclusivity as the 'Headline Sponsor'

The package includes:

- 6 tickets to the event
- Company name, logo on the home page of the website
- Full page with company bio on the website
- An opportunity to be part of the judging panel
- An opportunity to address the room at the start of the awards and to present an award
- Your company logo on each screen all evening
- Your company logo on all certificates
- Full page article in the programme and logo on the front cover
- Banner on the stage where photographs will be taken
- Discount of 20% on additional tickets
- Mention of your company in all social media as 'headline sponsor' regarding the awards
- Sponsor logo to highlight your involvement in the awards
- First option to renew 'Headline Sponsorship' Package

## PARALEGAL OF THE YEAR - £1,800

The package includes:

- 3 tickets to the event
- Company name, logo, bio and website link on the website
- Company name, logo, bio and website in the awards programme
- An opportunity to present the award
- An opportunity to part of the judging panel
- Your logo on the presentation slide for your category
- Your logo on finalist and winner certificates for your category
- Discount on further tickets for the event at 20%

# **SPONSORSHIP OPPORTUNITIES**

## **CATEGORY SPONSORSHIP - £1,500**

The package includes:

- 3 tickets to the event
- Company name, logo, bio and website link on the website
- Company name, logo, bio and website in the awards programme
- An opportunity to present the award
- An opportunity to part of the judging panel
- Your logo on the presentation slide for your category
- Your logo on finalist and winner certificates for your category
- Discount on further tickets for the event at 20%
- Banner display in the function room
- Mention of your company in all social media regarding the awards
- Sponsor Logo to highlight your involvement in the awards
- First option to renew sponsorship for 2020 for that category

## **PROGRAMME SPONSOR - £500**

The package includes:

- 2 tickets to the event
- Company name, Logo, bio and website link on the website
- Company name, Logo, bio and website in the awards programme
- Discount on further tickets for the event at 20%
- Mention of your company in all social media regarding the awards
- First option to renew sponsorship

## **CHAMPAGNE RECEPTION SPONSOR - £500**

The package includes:

- 2 tickets to the event
- Company name, Logo, bio and website link on the website
- Company name, Logo, bio and website in the awards programme
- Discount on further tickets for the event at 20%
- Mention of your company in all social media regarding the awards
- First option to renew sponsorship



## COMMITMENT TO SPONSORSHIP

If you would like to commit to sponsoring a category, please tick the category of your choice and then enter a 2nd & 3rd choice as they will be allocated on a first come first served basis.

### CATEGORIES

- Paralegal of the Year
- Best Conveyancing Paralegal
- Best Trademark Paralegal
- Best ADR Paralegal
- Best Employment/HR Paralegal
- Best Probate Research Paralegal
- Local Authority Paralegal of the Year
- Paralegal Recruitment Organisation of the Year
- Best Law Firm – Paralegal Development
- Will Writing Organisation of the Year
- Paralegal Business of the Year
- Best Family Law Paralegal

<b>SOLD</b>

The PPR Award for Outstanding Achievement. This will be selected by The PPR and is not open for entry. This award is sponsored by The PPR.

# SPONSORSHIP AGREEMENT

## COMPANY DETAILS

<b>Name of Contact</b>	
<b>Company Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Email Address</b>	
<b>Website</b>	

## SOCIAL MEDIA

<b>Twitter Name</b>	
<b>Facebook Page</b>	
<b>Company LinkedIn</b>	

## AGREEMENT

I agree to sponsor the 2019 National Paralegal Awards.

I have read the sponsorship terms and conditions below and agree to abide by them.

<b>Signed</b>	
<b>Print Name</b>	
<b>Position in Company</b>	
<b>Date</b>	

- Invoices will be issued for sponsorship and BACS information given on the invoice for payment.
- Please send us your LOGO, on EPS file AND JPG. Please also send a bio of the company of around 200 words for the website.

**Please email the completed form and signed agreement to [paralegalawards@ppr.org.uk](mailto:paralegalawards@ppr.org.uk)**

# SPONSORSHIP TERMS AND CONDITIONS

1. National Paralegal Awards is an event administered by Viva Business Support incorporating information events, an awards dinner with presentation ceremony.
2. For the purposes of these Terms and Conditions:
  - o (a) the "**Awards**" means National Paralegal Awards 2019 awards dinner and presentation ceremony to be held at Radisson Blu Bloomsbury London
  - o (b) "**Organiser**" means Viva Business Support
3. By agreeing to sponsor the Awards, participants are bound by, and comply with, these Terms and Conditions. It is the individual's responsibility to read and understand these Terms and Conditions.
4. In order to attend the Awards, participants must pay in full or have paid in full on their behalf the relevant Sponsorship Fee immediately on booking or by the Due Date as stated on their invoice.
5. The Sponsorship fee does not include any travel costs, or any costs of accommodation. The Sponsorship fee relates solely to package as detailed in the agreement.
6. If payment is not received within these required time limits, the Organiser reserves the right to cancel the sponsorship without notice. Payment may be made by cheque, credit card or bank transfer. Please indicate your invoice number and company as a reference on all bank transfers and communications.
7. Details of places at events will be confirmed by the Organiser once the completed booking is received by the Organiser. Confirmation by the Organiser of the place at the Awards forms a binding commitment for payment of the full relevant Registration Fee(s) by the individual.
8. Some information events may be organised via partners of the awards or other sponsors and there may be a fee chargeable. Should the sponsor wish to attend these events they may be required to book via a third-party supplier and make the payment of the appropriate fee required to attend,
9. The number of places included at the awards final is determined in the sponsorship package, additional places are chargeable subject to availability.
10. Payments sponsorship once activated are non-refundable.
11. Activation occurs when the information supplied is uploaded onto National Paralegal Awards website and promoted via social media This occurs within 7 days of payment being received,
12. The Organiser reserves the right to cancel your sponsorship if a material breach of your obligations has occurred under the contract. A refund may be due in part dependent at the stage of process of the cancellation and what services from the Organiser have been utilised (for example attendance at events by the sponsor, promotion of the sponsors services) and this will be negotiated. The Organiser agrees they will not cancel sponsorship unless a material breach of contract has occurred.
13. In the event of fire, flood or other circumstances that are beyond the Organiser's control, the Organiser reserves the right to change the times, dates and the venues of the Awards, The organiser will use its best endeavours to mitigate for the circumstances beyond its control and seek to provide updated information on any amendments to the time, date and/or venue of the event as soon as possible.

14. These Terms and Conditions shall be governed by and construed in accordance with English law and each party irrevocably agrees to submit to the exclusive jurisdiction of the English courts.
15. These Terms and Conditions, together with the signed sponsorship agreement form, constitute the entire agreement of the parties. In entering into this agreement, the parties have not relied on, and shall have no remedy in respect of, any statement, representation, warranty, understanding, promise or assurance (whether negligently or innocently made) of any person other than as expressly set out in this agreement. Each attendee shall be deemed to have full knowledge of the Terms and Conditions and shall be bound by them in all respects.
16. These Terms and Conditions may not be modified, amended or rescinded, in whole or in part, except by written amendments signed by both parties.
17. To the full extent allowed by law and insofar as it is reasonable to do so, the participant will not hold the Organiser liable for any damage or loss suffered or incurred by them during the course of the Awards, including consequential (i.e. losses which are not incurred as a direct consequence of the event leading to any claim). The organiser will be not be liable for any indirect losses or loss of profit, through registering for the Awards, attending the Awards, alteration of the Awards schedule, cancellation of the Awards, or any error or omission on the part of the Organiser. This provision does not reduce or restrict the Organiser's liability for death or personal injury caused by the Organiser's negligence or liability for fraud on the part of the Organiser.
18. The participant by accepting these Terms and Conditions hereby warrants that he is attending the Awards in the course of his or her business and indemnifies the Organiser and its servants and agents against and hold it harmless from all or any loss or damage, injury, actions, proceedings or claims arising from any act or omission of the individual during the course of the Awards.
19. Participants are responsible for taking appropriate insurance cover in connection with their attendance at the Awards. Where the individual is travelling from outside of the United Kingdom to attend the Awards, appropriate travel insurance should be purchased independently and in advance of any travel or travel bookings.
20. Photographs will be taken at the Awards by an official photographer; such photographs may be used in post-Awards publicity and on future marketing materials. By completing and submitting the Sponsorship Form, the customer consents to the official photographer taking such photographs, which may feature the Customer and/or its guests, and the use of such photographs as described and, where applicable, undertakes to ensure that all of its Guests attending the Awards are made aware of the use of the official photographer and consent accordingly to their photograph being taken as described. If the customer or any of its Guests do not want their photograph to be taken or used in this way, the Organiser must be notified prior to the Awards.
21. The views expressed by any speaker at the Awards are representative of the speaker's own opinions and cannot in any way be attributed to the Organiser. The Organiser disclaims any liability for views expressed by any speaker at the Awards.
22. The Organiser is not liable for the content of any Entertainment provided. The Organiser has taken reasonable checks to ensure that it is appropriate for the Awards.
23. In the event of inappropriate behaviour by any individual in the view of the Organiser or the Awards venue operator, they may be refused entry or asked to leave and excluded from the Awards without refund or compensation.
24. Reasonable security searches at the Awards venue may take place.

25. The details of the Awards shown in any material supplied by the Organiser to the customer are correct at the time of printing but the Customer shall be responsible for checking with the Organiser that no alterations have been made.
26. Please ensure your company information is entirely correct at time of submission and that all permissions for use have been given. This includes logos and company information.
27. Any information, know-how, data, results, and inventions, and any associated intellectual property, that is made, discovered, created, invented or generated by the Organiser in any activities or work under this Agreement shall be owned by the Professional Paralegal Register Ltd.