



ASSOCIATION OF LEGAL ADMINISTRATORS

RICHMOND, VIRGINIA CHAPTER

SPONSORSHIP COMMITMENT FORM

Yes, I am interested in sponsoring a Richmond ALA Member Meeting. I understand that a check in the amount of \$250, payable to **Richmond Chapter ALA**, must accompany this form. I also will provide a door prize for the luncheon. After the Door Prize Drawing, I will be allowed to take the business cards used for the drawing for future follow-up with members.

Sponsor Company: _____

Contact Name: _____

Address: _____

Phone No.: _____ Fax #: _____

Contact E-mail: _____

Website Address: _____

Date/Month of Meeting: _____

I will require a small table for handout materials, displays, etc. Yes No

I/We will be staying for lunch. Yes No (# of reps from your company _____)

Please return this form with a check to:

Troy W. Springer
Law Administration Manager
Dominion Resources
120 Tredegar Street
Richmond, VA 23219
Telephone: 804.819.2305
Telefax: 804.819.2202
Email: Troy.Springer@dom.com

Thank you for your support of ALA