



# Southeastern Bankruptcy Law Institute, Inc.

2107 North Decatur Road, PMB 522, Decatur, GA 30033  
770-451-4448 www.sbli-inc.org

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December 6, 2011

## PROSPECTIVE EXHIBITOR

Re: Exhibition Space and Sponsorship at The Southeastern Bankruptcy  
Law Institute 38<sup>th</sup> Annual Seminar on Bankruptcy Law and Rules

Dear Sir/Madam:

The Southeastern Bankruptcy Law Institute, Inc., will be holding its 38<sup>th</sup> Annual Seminar on Bankruptcy Law and Rules at the InterContinental Hotel in Buckhead beginning Thursday, March 22, 2012, and concluding Saturday March 24, 2012. The 2012 seminar will be held in the Windsor Ballroom on the Lobby Level. Once again, we are offering exhibition space. The first 13 exhibitors will be exhibiting outside the Windsor Ballroom area of the hotel. A layout of the space available is attached. After the first 13 Exhibit spaces are reserved, we cannot guarantee space adjacent to the Windsor Ballroom. Each registrant will be required to pass the exhibitors many times daily for ingress and egress to the seminar, therefore, visibility of exhibitors and level of traffic will be high. I have also enclosed a program for your review.

The exhibition fee for this year's seminar is **\$2,000.00**, which should be **payable to the Southeastern Bankruptcy Law Institute, Inc.** and **forwarded directly to Thomas E. Raines, 3740 Davinci Court, Suite 430, Norcross, Georgia 30092.** The fee includes one (1) standard 3'x 6' lunchroom folding table and two (2) chairs. **Please note that we cannot accept 10x10 displays. We only have room for table top displays.** The fee does not cover electrical power or telephone lines, which must be arranged through the hotel. Please note that exhibition space will be reserved and assigned in the order of receipt of the exhibition fee. Please reserve exhibition space as soon as possible because space is limited.

An exhibitor is accepted subject to its agreement that no final sales of merchandise will be conducted on the premises of the Institute hotel during the seminar. Recent IRS rulings indicate that where a tax-exempt sponsor allows an exhibitor to make final sales upon the premises, the amount of such final sales will be included in the sponsor's income as unrelated business income. Therefore, the Institute will not allow final sales to be conducted. It is my understanding that when an order is taken subject to approval by your home

office, such activity does not constitute a final sale and will not adversely affect the income of the Institute.

**Sponsorships are available.** Again this year we are offering sponsorships for those Exhibitors who would like to obtain more visibility with the registrants. We are pleased to offer Exhibitors the opportunity to sponsor all of a Coffee Break or all or part of a continental breakfast, a lunch, or the annual registrant cocktail party. The sponsorship fees start at a minimum of \$2,000 for a partial sponsorship. Each sponsor will receive appropriate recognition from the podium and signage at the sponsored event.

We look forward to having a representative of your company at this year's seminar. If you have any questions concerning the seminar, the exhibition fee, the arrangements and conditions of the exhibition, or the sponsorships, please do not hesitate to contact me or my paralegal, Kelly Kennedy, at (770) 263-0093 or the SBLI Seminar Director, Myra Whorton, at (770) 451-4448.

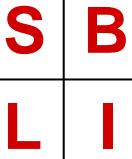
**Please complete the enclosed Exhibitor Reservation and/or Sponsor Form and return to Thomas E. Raines, 3740 Davinci Court, Suite 430, Norcross, Georgia 30092 along with your check. The space is limited, therefore, it is on a first-come, first-serve basis. We look forward to seeing you at the seminar.**

Very Truly Yours,



THOMAS E. RAINES

Enclosures



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## EXHIBITOR RESERVATION FORM

\_\_\_\_\_  
(Name of Exhibitor)

hereby applies for exhibition space (one per exhibitor) at the 38<sup>th</sup> Annual SBLI Seminar to be held March 22-24, 2012. The registration fee of \$2,000.00 is enclosed. We acknowledge and agree to the exhibition conditions set forth in the notification letter.

This \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
NAME OF EXHIBITOR

By: \_\_\_\_\_  
(Signature)

Title: \_\_\_\_\_

Print Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

E-Mail Address: \_\_\_\_\_