

SPONSOR CONFIRMATION – APP SPONSOR

Sponsor Confirmation (To be uploaded to products and sent upon payment)

Thank you for your contribution to the success of the NABT Annual Conference. We are excited about this event and grateful for your sponsorship. Please review this document to find important deadlines, schedules, shipping guidelines and other useful information.

Please submit all requested items via this [Google Form](#). For questions, please contact NABT at info@nabt.com or (888) 566-2993.

Agenda at a Glance

Thursday, August 22

9:00 – 7:00: Registration Open
11:00 – 3:00: Exhibitor Set up
2:00 – 5:30: Conference in Session
6:15 – 7:15: Welcome Reception

Friday, August 23

7:00 – 12:45: Conference in Session
5:15 – 6:15: President Circle Reception
6:15: Sponsor Dinners

Saturday, August 24

7:00 – 5:30: Conference in Session
6:30 – 9:30: NABT Reception

Sunday, August 25

7:00 – 8:30: Farewell Breakfast
8:30 – 11:30: Exhibitor breakdown

See Full Agenda [here](#).

Marketplace (Exhibit Hall) and Session Locations

The Marketplace (Exhibit Hall) and all meals and breaks will be in the Colorado Ballroom.

Trustee Sessions will be held in the Denver Ballroom.

Trustee Assistant Sessions will be in Penrose Ballroom.

Learning Labs and Hospitality Suites for Platinum Sponsors will be in Matchless, Independence, Gold Coin and Mattie Silks rooms.

Click [here](#) for Hilton Denver City Center floorplan.

Click [here](#) for the Marketplace layout.

APP Sponsor Action Items

Sponsor Action Items & Deadlines

Due June 14, 2019

- Right of First Refusal: Sponsors of 2018 packages and items have right of first refusal on the same 2019 package or item.

Due July 12, 2019

- Purchase Sponsorship: Review, select and purchase sponsorship packages or items. Click [here](#) to purchase. *Be sure to read the instructions before signing up.

Due Upon Registration

All sponsorship information will be collected via Google Forms. Failure to complete the form may result in loss of certain sponsorship opportunities, including exhibit space preferences. You may access the form as many times as necessary to submit all items by their due dates.

[APP form link](#)

- Company Logo: High resolution (EPS, Vector, AI file preferred)
- Website URL: URL to link to logo for electronic communications
- Brief Company Description: 700 character description of your company, approximately 100 words. (Characters include spaces.)
- Company Industry: Please indicate what industry best describes your company's services and/or products.
- Social Media Links: LinkedIn, FaceBook and/or Twitter links and/or handles.
 - Facebook
 - LinkedIn
 - Twitter
- Contact Us Information: Provide the contact information for clients or potential clients to use. Only one contact can be named.
 - Name
 - Phone
 - Email
- Exhibit Space: Confirm exhibit space needs
- Exhibit Space: Request exhibit space locations (granted on a first-come/first-serve basis)

Due by July 19

- Reserve Hotel Room: <https://book.passkey.com/go/NABT>

Due by July 26

- Register Conference Attendees: Read instructions first, click [here](#). Be sure to have any necessary promo codes first. See sponsorship packages for number of registrants included. Additional registrants are \$550. Register [here](#).
- Company Inserts: Inserts or other items for attendee bags if sent to NABT (Can send later directly to hotel). Cannot exceed 1 bankers box. Click [here](#) for shipping guidelines for information.
- Company Inserts Confirmation: Inform [Jennifer Brinkley](#) if inserts are being sent to NABT headquarters or Hilton Denver City Center.
- APP Advertisement: A Full Page (8 ½ x 11) Ad in PDF format can be included in conference handouts and sponsor information.
- APP Splash Pages: A splash page will be set to appear every morning of the conference. This can be the same splash page each morning or a different one. Click [here](#) Artwork specs
- APP Banner Ad: A banner ad will scroll along the bottom of the APP. These ads are exclusive to Platinum and APP sponsors. Click [here](#) for Artwork specs.
- Gamification Questions: Platinum and APP sponsors will have the option to include three questions in the NABT Challenge on the APP. The questions can be either multiple choice with three answers, one of which being correct, or a photo upload. For example, one question can be about a product or service, another question can be about the company itself and the third question could be a request to take a picture at our booth. Each question will list your booth number and have your logo beside it. Click [here](#) to see example pictures. You will be able to provide a prize to people who answered your questions correctly.
- Question Type: Will need to indicate whether each question will be a multiple-choice question or a request for a photo upload.
- Question Text: Will need to provide the text for each multiple-choice question or a request for a photo upload.
- Question Response: Will need to provide the responses (indicating the correct answer) for each multiple-choice question or a request for a photo upload.
- Gamification Prize: Will need to indicate if you will provide a prize and what that prize will be.

Due by August 2

APP Push Notifications/Alerts: Brief (daily) messages for in-APP Activity feed (can be invitations to visit booth, reminders, etc. Messages will appear in all attendee's activity feed on the APP. Messages are not private and cannot exceed 150 characters.

Messages: Submit eight messages

Timing: Submit date and time for each message

Due by August 20 (no earlier than August 19)

Company Inserts: Inserts or other items for attendee bags sent to Hilton Denver City Center. See shipping information for pricing and guidelines. Should inform [Jennifer Brinkley](#) of items to expect.

Sponsor Information and Instructions

See the full Sponsorship Prospectus [here](#).

Sponsorship Purchasing Instructions:

1. Login to NABT.com (top of page)
2. Select “Sponsor” from Conference Page at NABT.com or click [here](#).
3. Review the various options under Learn More
4. Select the items you wish to purchase
5. Click on shopping cart icon to purchase
6. Click “Add Item” to purchase
7. If you wish to purchase more than one item
 - a. Click “Main Storefront” or “Continue Shopping”
 - b. From Main Storefront, select a category
 - c. View item
 - d. Add Item

*Exhibit booths do NOT come with all sponsorships; you may have to add a booth to your sponsorship package. Exhibit booths are under the Conference Packages category.

8. Repeat Step 6 for additional items
9. Enter any discount promo codes if applicable
10. When complete, click Checkout
11. Confirm information and payment
12. Proceed to Confirmation
13. Complete Order
14. An email will immediately follow payment with a downloadable document that contains follow up action items, due dates, registration information, etc.

Attendee Registration Instructions

*Each attendee must be registered separately. Please log into each attendee’s account and logout once one registration is complete.

1. IMPORTANT: [Log into](#) attendee’s account OR Register/ Continue as Guest of not a member
2. Register [here](#).
3. Select “Business Partner/Industry Rep” as attendee type
4. Confirm/enter attendee information
5. Select the “Sponsoring Business Partner/Industry Rep” ticket
6. Save and Finalize Registration (IMPORTANT: DO NOT ADD ANOTHER ATTENDEE, unless bringing a social/guest attendee ONLY)
7. Enter Promo Code for free registration (if applicable)
8. Confirm billing/payment information
9. Proceed to confirmation
10. Complete Order
11. IMPORTANT: Logout of attendees account
12. Repeat steps 1 – 11 for all attendees.

Shipping Instructions

Shipping to NABT

- Must be shipped for receipt by July 26, 2019
- Must inform [Jennifer Brinkley](#) to expect package
- Shipment cannot exceed one (1) bankers size box or charges will apply
- Ship to NABT 7433 Spout Springs Road, Suite 101 #67, Flowery Branch, GA 30542

Shipping to Hilton Denver City Center

Ship packages to:

Hilton Denver City Center

NABT | Hold For: (Guest Name)

1701 California St.

Denver, CO 80202

- Do not ship packages to arrive more than three working days prior to the event (August 19).
- Shipping charges will apply for both inbound and outbound shipping and will be billed directly to the sponsor. Click [here](#) for shipping prices.



The UPS Store at the Hilton Denver City Center

Parcel Handling	
Inbound* and Outbound**	
Small Packages	
Letters/Packs	\$5.00
1 - 10 lbs.	\$10.00
11 - 20 lbs.	\$15.00
Medium Packages	
21 - 30 lbs.	\$20.00
31 - 45 lbs.	\$30.00
46 - 60 lbs.	\$40.00
Large Packages	
61 - 100 lbs.	\$80.00
101+ lbs.	\$110.00
Freight	
Pallets	\$275.00
*Includes receiving, securing and storage for up to 3 business days prior to arrival. 10% per day storage fee for days 4+	
**Includes labeling, taping, getting to the dock and logging tracking numbers	
A \$3.00 fee to be charged for deliveries and pick-ups	
24 Hour Access Pricing	
Boarding Pass Access and Printing is Free	
24 Hour Computer Time Rental	\$3.50 (minimum)
Each Black and White Print	\$0.60
Each Color Print	\$1.89





ACCESS TO THE LOADING DOCK

Dear Valued Guest:

If you are having items shipped, delivered or delivering anything that will need to be unloaded on the loading dock, here are a few guidelines to follow:

- 1) Dock Hours: 6:00 a.m. to 5:00 p.m., Monday through Friday
- 2) All deliveries, contractors, construction deliveries, vendors and/or tenants MUST check in with the Dock Master.
- 3) 30 minutes for loading or unloading of materials or deliveries.
- 4) No trucks admitted over 12 feet, 9 inches in height.
- 5) No parking for delivery personnel, construction, contractors or tenants.
- 6) Anything larger than 26 feet bumper to bumper will not be granted access to the loading dock.
- 7) Keys must be left in delivery vehicle or turned over to Dock Master.
- 8) Dock access must be scheduled in advance through the management office.
- 9) All large deliveries or moves need to be scheduled after normal business hours with building management office.
- 10) The dock height is 3 feet, 6 inches from the ground to the platform to where you can unload and load into the freight elevator
- 11) The Freight Elevator from the loading dock to the Ballroom level (Lower Level 2) is 10' feet high, 21 feet deep and 8'6" feet wide with a 9,000 pound capacity.
- 12) Please be aware of the following access dimensions per room assigned. Ask your event manager for more clarification.
 - Colorado Ballroom Car Doors - 7'6" W x 7'9"H
 - Colorado A Back Aisle Doors - 5'W x 6'10"H
 - Single Ballroom Doors – 29" W x 7'9"H
 - Please keep in mind the average pallet and jack adds 6" to your height.
- 13) If the company or individual making the delivery is anything other than UPS or FedEx, dock clearance must be approved by the building management company a minimum of 48 hours in advance. The following information will be required in order to obtain dock clearance:
 - Type of vehicle and size
 - Name of company.
 - Name of the group or event.
 - Date and estimated time of delivery **and** pick up if applicable.

All large freight must have a moving team assigned for load in and out

All large freight must be approved prior to arrival and may be turned away

*** Dock rules must be adhered to by ALL companies accessing our property. Our staff will ask any company that can't abide by these rules to leave the property***

We hope that these guidelines will prove to be helpful and useful in order to get your items here for a successful event. If you have any questions, please feel free to contact the Event Manager for this event at the Hotel.

You may complete the bottom of this form and e-mail it back to Megan.Flannigan@hilton.com.

Name of Event:

Name of company/person making the delivery:

Type/Size of vehicle making the delivery:

Date/Time of Delivery and pick up if applicable:



NABT

DENVER 2019 ANNUAL CONFERENCE

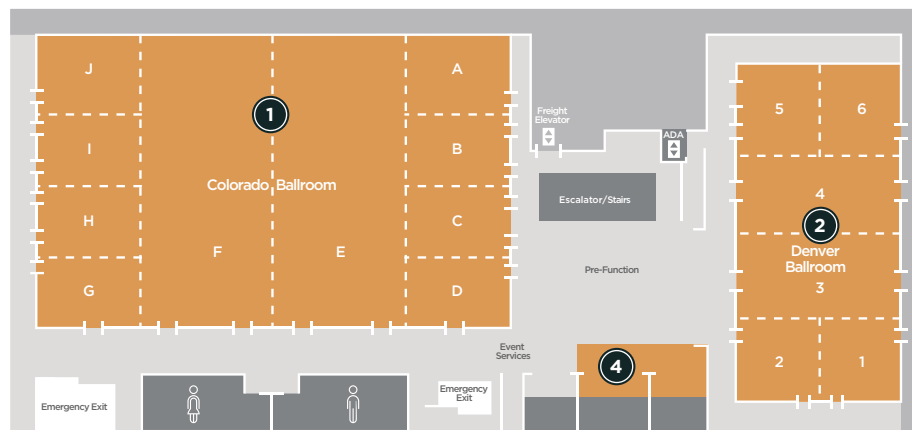
Meeting Locations

- 1** Marketplace/Exhibit Hall & Food Hall
Colorado Ballroom
- 2** TRUSTEE SESSIONS
Denver Ballroom
- 3** TRUSTEE ASSISTANT SESSIONS
Penrose Ballroom 1 & 2
- 4** REGISTRATION
- 5** LEARNING LAB 1
Mattie Silks
- 6** LEARNING LAB 2
Independence
- 7** LEARNING LAB 3
Matchless
- 8** LEARNING LAB 4
Gold Coin

Lower Level 1



Lower Level 2



2nd Floor



3rd Floor

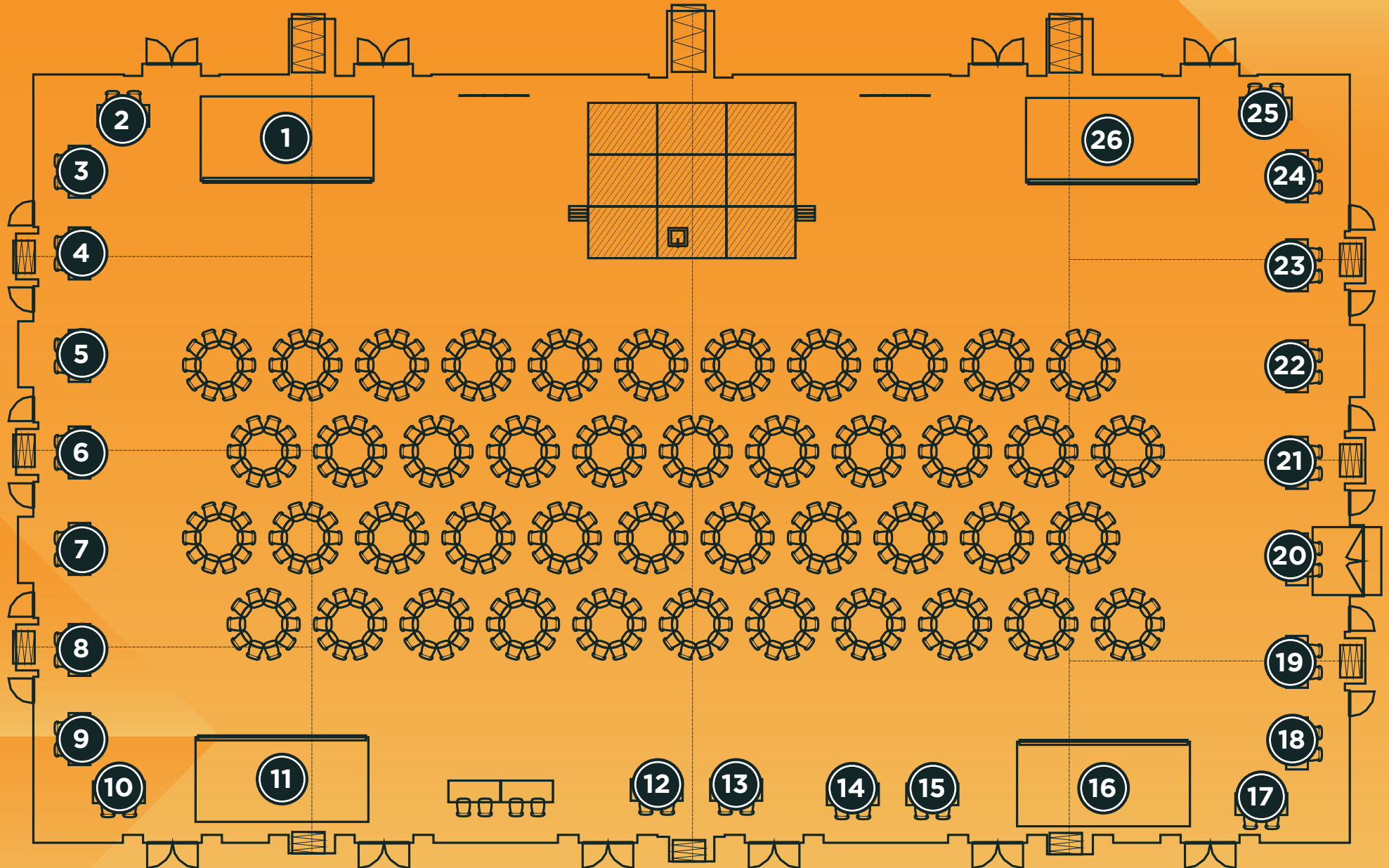




DENVER 2019 ANNUAL CONFERENCE

Exhibit Space

Colorado Ballroom



ARTWORK SPECIFICATIONS FOR APP

Sponsor Banner Ads will scroll along the bottom of the APP. See example to the right.

Banner Ads (Optional)

Format: PNG

Max. Size: 600 KB

Phone	Tablet
480 x 90 px	1536 x 132 px
640 x 100 px	1600 x 200 px
800 x 120 px	2048 x 132 px
1080 x 160 px	2560 x 200 px
1440 x 160 px	2560 x 220 px



Timed Splash Page Ads will appear each morning when the APP is opened. This is for the APP sponsor only.

Timed Splash Pages (Optional)

Format: PNG

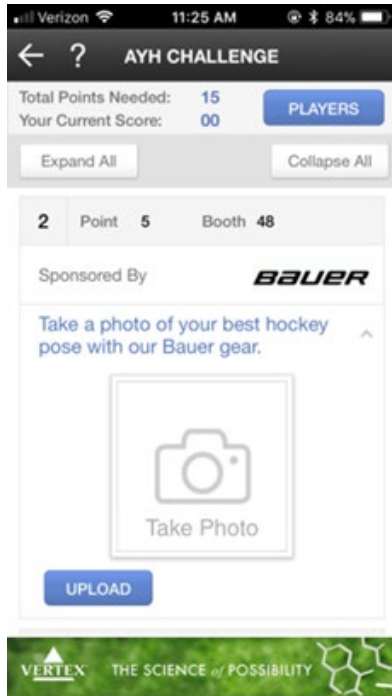
Max. Size: 1.5 MB

All Devices
1120 x 1600 px

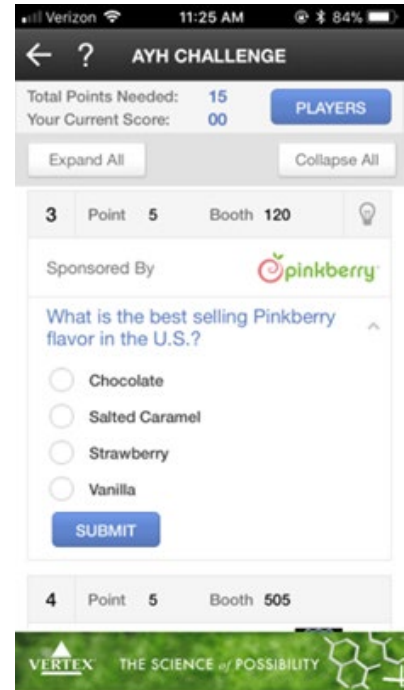


GAMIFICATION EXAMPLES FOR APP

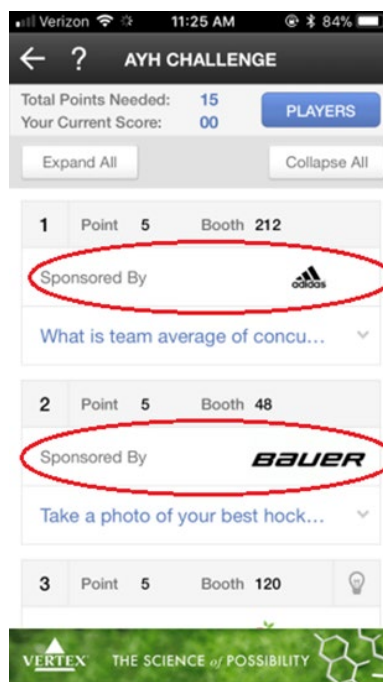
Example of a Photo Request Upload in the APP



Example of multiple-choice question in the APP



Example of a Photo Request Upload in the APP



Trustee Agenda at a Glance

See full agenda, session descriptions and speaker bios online at NABT.com

Thursday, August 22

9:00a - 7:00a	Registration Desk Open
2:00p - 3:00p	Conversion to or from Chapter 7 / Closing A Debtor's Business
2:00p - 3:30p	The Trustees' Playbook and Necessary Tools for Trustees to Get to Work (For New Trustees and Assistants)
3:00p - 4:00p	Calculation of Trustee Compensation, and Preparing to Wind Down your Practice or Pass on the Keys to Another in the Event of . . .
4:00p - 4:30p	Break with Our Sponsors
4:30p - 5:30p	Referrals, Restitution and Recreational Marijuana: Being Prepared for Crime and Bankruptcy
6:15p - 7:15p	Welcome Reception

Friday, August 23

6:30a - 2:15a	Registration Desk Open
7:00a - 8:00a	Breakfast
7:40a - 8:00a	Welcome
8:00a - 10:00a	Case Law Update
10:00a - 10:45a	Break with Our Sponsors
10:45a - 11:45a	EOUST / U.S. Bankruptcy Administrator Presentation
11:45a - 12:45p	Alter Ego, Breach of Fiduciary Duty and Similar Third-Party Liability Claims; Remedies that Can be Asserted by a Trustee Regarding Such Claims
12:45p - 5:00p	Explore Denver - Free Time
5:15p - 6:15p	President's Circle Reception (Invitation Only)

Saturday, August 24

6:30a - 6:00p	Registration Desk Open
7:00a - 8:00a	Breakfast
8:00a - 9:00a	All Things Tax: What Hazards Will You Encounter and What Assets Can You Mine from Forms 1120, 1065 and 1040?
9:00a - 10:00a	Virtual Currency is Here to Stay: What Every Trustee Must Know
10:00a - 10:30a	Break with Our Sponsors
10:30a - 11:30a	Mining for Diamonds in the Rough!
11:30a - 12:30p	Lunch
12:15p - 1:00p	Trustee Members Only Meeting
1:00p - 2:00p	Express Talks Mining Trustee Issues
2:00p - 2:30p	Break with Our Sponsors
2:30p - 3:30p	Understanding Insurance Coverage in Pursuit of Civil Claims
3:30p - 4:30p	Avoidance Actions and Defenses
4:30p - 5:30p	Ethics at the Movies
6:30p	NABT Reception at Howl at the Moon

Sunday, August 25

7:00a - 9:00a	Registration Desk Open
7:00a - 8:30a	Farewell Breakfast

Speakers

Elizabeth Abdelmasieh
Executive Office U.S. Trustees

David A. Birdsell
CPA Trustee

The Honorable James W. Boyd
U.S. Bankruptcy Court, W.D. Michigan

The Honorable Colleen A. Brown
U.S. Bankruptcy Court, Vermont

Tiffany L. Carroll
Executive Office U.S. Trustees

Larry J. Cohen
Cohen's Counsel

Alan R. Crane
FurrCohen, P.A.

J.E. Cullens
Walters, Papillion, Thomas, Cullens, LLC

George Cunningham
AuctionAZ.com, LLC
and Cunningham & Associates Inc.

The Honorable Mary Grace Diehl
U.S. Bankruptcy Court, N.D. Georgia

Richard E. Dolder
Slaphey & Sadd LLC

The Honorable Dennis R. Dow
U.S. Bankruptcy Court, W.D. Missouri

Deborah Fish
Allard and Fish

Robert Furr
FurrCohen, P.A.

Russell Garrett
Jordan Ramis, P.C.

Yann Geron
Reitler Kailas & Rosenblatt LLC

Neil Gordon
Arnall Golden & Gregory LLP

Patricia Hamilton
Stevens & Brand, LLP

D. Edward Hays
Marshack Hays LLP

Suzanne Hazard
Executive Office U.S. Trustees

Soneet Kapila
KapilaMukamal, LLP

Sean C. Logan
Law Offices of Sean Logan, Esq.

Jordan Maglich
Quarles & Brady, LLP

Richard A. Marshack
Marshack Hays LLP

Holly S. Miller
Gellert Scall Busenkell & Brown, LLC

William P. Miller
Executive Office U.S. Trustees

Dwayne M. Murray
Murray & Murray, LLC

Jill Olsen
The Olsen Law Firm, LLC

Christian C. Onsager
Onsager Fletcher Johnson

Deborah Petersen
Petersen Law PLLC

Ronald R. Peterson
Jenner & Block, LLP

The Honorable Michael E. Romero
U.S. Bankruptcy Court, Colorado

The Honorable Joseph G. Rosania, Jr.
U.S. Bankruptcy Court, Colorado

Martin P. Sheehan
Sheehan & Nugent, P.L.L.C.

Catherine Steege
Jenner & Block, LLP

The Honorable Alan C. Stout
U.S. Bankruptcy Court, W.D. Kentucky

Bruce Strauss
Merrick Baker & Strauss, P.C.

The Honorable Kimberley H. Tyson
U.S. Bankruptcy Court, Colorado

Cheryl Wesler
Tibble & Wesler, CPA CP

Clifford J. White, III
Executive Office U.S. Trustees

Darcy Williamson
Williamson Law Office

See speaker bio's online
at NABT.com

 **14.5 hours of Continuing Legal Education**
is being applied for in all applicable states.

Trustee Assistant Agenda at a Glance

See full agenda, session descriptions and speaker bios online at NABT.com

Thursday, August 22

9:00a - 7:00a	Registration Desk Open
2:00p - 3:00p	Conversion to or from Chapter 7/Closing A Debtor's Business
2:00p - 3:30p	The Trustees' Playbook and Necessary Tools for Trustees to Get to Work (For New Trustees and Assistants)
3:00p - 4:00p	Calculation of Trustee Compensation, and Preparing to Wind Down your Practice or Pass on the Keys to Another in the Event of . . .
4:00p - 4:30p	Break with Our Sponsors
4:30p - 5:30p	Referrals, Restitution and Recreational Marijuana: Being Prepared for Crime and Bankruptcy
6:15p - 7:15p	Welcome Reception

Friday, August 23

6:30a - 2:15a	Registration Desk Open
7:00a - 8:00a	Breakfast
7:40a - 8:00a	Welcome
8:00a - 9:00a	Back on This Side of the Door
9:00a - 10:00a	What Lucy Found There
10:0a - 10:45a	Break with Our Sponsors
10:45a - 11:45p	EOUST / U.S. Bankruptcy Administrator Presentation
11:45p - 12:45p	Into the Forest
12:45p - 5:00p	Explore Denver - Free Time
5:15p - 6:15p	President's Circle Reception (Invitation Only)

Saturday, August 24

6:30a - 6:00p	Registration Desk Open
7:00a - 8:00a	Breakfast
8:00a - 9:00a	A Day with the Beavers
9:00a - 10:00a	Peters First Battle
10:00a - 10:30a	Break with Our Sponsors
10:30a - 11:30a	What Happened After Dinner
11:30a - 12:30p	Lunch
12:30p - 2:00p	Learning Labs
2:00p - 2:30p	Break with Our Sponsors
2:30p - 3:30p	Lucy Looks into a Wardrobe
3:30p - 4:30p	Edmund and the Wardrobe
4:30p - 5:30p	Turkish Delight
6:30p	NABT Reception at Howl at the Moon

Sunday, August 25

7:00a - 9:00a	Registration Desk Open
7:00a - 8:30a	Farewell Breakfast

Speakers

Darlene Anderson
FurrCohen, P.A.

The Honorable James W. Boyd
U.S. Bankruptcy Trustee, W.D. Michigan

Steve Bridgett
Office of Jeoffrey L. Burtch

Scott Brown
Bast Amron, LLP

Tiffany L. Carroll
Executive Office U.S. Trustees

The Honorable Mary Grace Diehl
U.S. Bankruptcy Court, N.D. Georgia

Deborah Fish
Allard and Fish

Robert Furr
FurrCohen, P.A.

Russell Garrett
Jordan Ramis, P.C.

Lori Grahl
Law Office of Robert H Waldschmidt

Suzanne Hazard
Executive Office U.S. Trustees

Soneet Kapila
KapilaMukamal, LLP

Roberta Kickbush
Laderer & Fischer, P.C.

Candy Little
Mark Little Law Offices

Mark Little
Mark Little Law Offices

Melinda McLendon
Stretto

Dwayne M. Murray
Murray & Murray, LLC

Jason L. Pettie
Jason L. Pettie, PC

Patty Radovan
Olofson

The Honorable Joseph G. Rosania, Jr.
U.S. Bankruptcy Court, Colorado

Gary Seitz
Gellert Scali Buskenell & Brown LLC

Martin P. Sheehan
Sheehan & Nugent, P.L.L.C.

Kristi Singal
TrusteSolutions

The Honorable Alan C. Stout
U.S. Bankruptcy Court, W.D. Kentucky

Gena Sullivan
Axos

The Honorable Kimberley H. Tyson
U.S. Bankruptcy Court, Colorado

Clifford J. White, III
Executive Office U.S. Trustees

Darcy Williamson
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