

# SPONSOR CONFIRMATION

## Sponsor Confirmation

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](mailto: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.

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.

### Sponsor 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>

BRANDED PROMOTIONAL ITEMS ONLY

- Notebook, Water Bottle or Pen/Pad Approval: Must submit mockup of branded promotional items to be distributed.
- WiFi Code: As the WiFi sponsor, you are able to select the WiFi password (between 8-15 characters).

*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.

GOLD/SILVER SPONSORS ONLY

- Company/Speaker Introductions: Each Gold or Silver sponsor has the opportunity to introduce themselves, their company and/or the speakers during one Trustee educational session or one Trustee Assistant educational session. Introductions are limited to four (4) minutes and must be made by one key representative of the company. The introductions are limited to sessions only.

Please review the conference agenda and select your top three choices of sessions by July 26, 2019. Sessions will be assigned based on availability and requests.

- Trustee Sessions: List top three choices for company introduction and introduction of panelists for Trustee Sessions. Click [here](#) for Trustee Agenda.
  - Presenter Name: Provide name of person making introduction.
  - AV Needs: Will you need a projector for your introduction? (If yes, PowerPoint presentation is due August 9.)
- Trustee Assistant Sessions: List top three choices for company introduction and introduction of panelists for Trustee Assistant Sessions. Click [here](#) for Trustee Assistant Agenda.

Sponsor Action Items

- Presenter Name: Provide name of person making introduction.
- AV Needs: Will you need a projector for your introduction? (If yes, PowerPoint presentation is due August 9.)

***Due by August 9***

- Company/Speaker Introductions PowerPoint: PowerPoint presentation for introduction during Trustee and/or Trustee Assistant sessions must be submitted.

***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.

**BRANDED PROMOTIONAL ITEMS ONLY**

- Receipt of Promotional Items: Promotional notebooks, pen/pads, water bottles must arrive at Hilton Denver City Center to be distributed. 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

<b>Parcel Handling</b>	
<b>Inbound* and Outbound**</b>	
<b>Small Packages</b>	
Letters/Packs	\$5.00
1 - 10 lbs.	\$10.00
11 - 20 lbs.	\$15.00
<b>Medium Packages</b>	
21 - 30 lbs.	\$20.00
31 - 45 lbs.	\$30.00
46 - 60 lbs.	\$40.00
<b>Large Packages</b>	
61 - 100 lbs.	\$80.00
101+ lbs.	\$110.00
<b>Freight</b>	
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	
<b>24 Hour Access Pricing</b>	
<b>Boarding Pass Access and Printing is Free</b>	
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](mailto: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

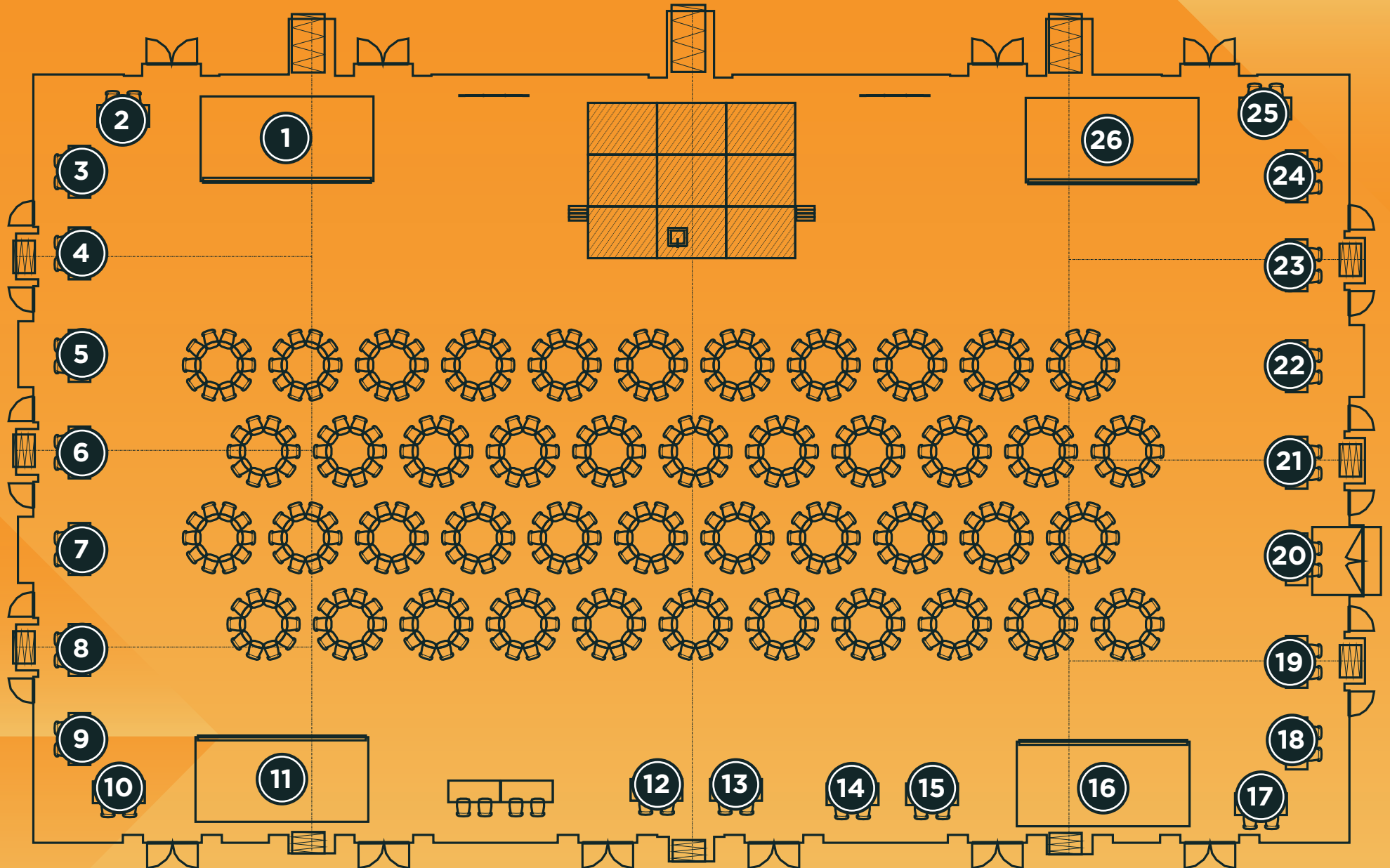




# DENVER 2019 ANNUAL CONFERENCE

# Exhibit Space

Colorado Ballroom



# Trustee Agenda at a Glance

See full agenda, session descriptions and speaker bios online at [NABT.com](http://NABT.com)

## Thursday, August 22

9:00a - 7:00a	Registration Desk Open
2:00p - 3:00p	<b>Conversion to or from Chapter 7 / Closing A Debtor's Business</b>
2:00p - 3:30p	<b>The Trustees' Playbook and Necessary Tools for Trustees to Get to Work</b> (For New Trustees and Assistants)
3:00p - 4:00p	<b>Calculation of Trustee Compensation, and Preparing to Wind Down your Practice or Pass on the Keys to Another in the Event of . . .</b>
4:00p - 4:30p	Break with Our Sponsors
4:30p - 5:30p	<b>Referrals, Restitution and Recreational Marijuana: Being Prepared for Crime and Bankruptcy</b>
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	<b>Welcome</b>
8:00a - 10:00a	<b>Case Law Update</b>
10:00a - 10:45a	Break with Our Sponsors
10:45a - 11:45a	<b>EOUST / U.S. Bankruptcy Administrator Presentation</b>
11:45a - 12:45p	<b>Alter Ego, Breach of Fiduciary Duty and Similar Third-Party Liability Claims; Remedies that Can be Asserted by a Trustee Regarding Such Claims</b>
12:45p - 5:00p	Explore Denver - Free Time
5:15p - 6:15p	<b>President's Circle Reception (Invitation Only)</b>

## Saturday, August 24

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

## 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](http://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](http://NABT.com)

## Thursday, August 22

9:00a - 7:00a	Registration Desk Open
2:00p - 3:00p	<b>Conversion to or from Chapter 7/Closing A Debtor's Business</b>
2:00p - 3:30p	<b>The Trustees' Playbook and Necessary Tools for Trustees to Get to Work (For New Trustees and Assistants)</b>
3:00p - 4:00p	<b>Calculation of Trustee Compensation, and Preparing to Wind Down your Practice or Pass on the Keys to Another in the Event of . . .</b>
4:00p - 4:30p	Break with Our Sponsors
4:30p - 5:30p	<b>Referrals, Restitution and Recreational Marijuana: Being Prepared for Crime and Bankruptcy</b>
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	<b>Welcome</b>
8:00a - 9:00a	<b>Back on This Side of the Door</b>
9:00a - 10:00a	<b>What Lucy Found There</b>
10:0a - 10:45a	Break with Our Sponsors
10:45a - 11:45p	<b>EOUST / U.S. Bankruptcy Administrator Presentation</b>
11:45p - 12:45p	<b>Into the Forest</b>
12:45p - 5:00p	Explore Denver - Free Time
5:15p - 6:15p	<b>President's Circle Reception (Invitation Only)</b>

## Saturday, August 24

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

## Sunday, August 25

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

## Speakers

<b>Darlene Anderson</b> FurrCohen, P.A.
<b>The Honorable James W. Boyd</b> U.S. Bankruptcy Trustee, W.D. Michigan
<b>Steve Bridgett</b> Office of Jeoffrey L. Burtch
<b>Scott Brown</b> Bast Amron, LLP
<b>Tiffany L. Carroll</b> Executive Office U.S. Trustees
<b>The Honorable Mary Grace Diehl</b> U.S. Bankruptcy Court, N.D. Georgia
<b>Deborah Fish</b> Allard and Fish
<b>Robert Furr</b> FurrCohen, P.A.
<b>Russell Garrett</b> Jordan Ramis, P.C.
<b>Lori Grahl</b> Law Office of Robert H Waldschmidt
<b>Suzanne Hazard</b> Executive Office U.S. Trustees
<b>Soneet Kapila</b> KapilaMukamal, LLP
<b>Roberta Kickbush</b> Laderer & Fischer, P.C.
<b>Candy Little</b> Mark Little Law Offices
<b>Mark Little</b> Mark Little Law Offices
<b>Melinda McLendon</b> Stretto
<b>Dwayne M. Murray</b> Murray & Murray, LLC
<b>Jason L. Pettie</b> Jason L. Pettie, PC
<b>Patty Radovan</b> Olofson
<b>The Honorable Joseph G. Rosania, Jr.</b> U.S. Bankruptcy Court, Colorado
<b>Gary Seitz</b> Gellert Scali Buskenell & Brown LLC
<b>Martin P. Sheehan</b> Sheehan & Nugent, P.L.L.C.
<b>Kristi Singal</b> TrusteSolutions
<b>The Honorable Alan C. Stout</b> U.S. Bankruptcy Court, W.D. Kentucky
<b>Gena Sullivan</b> Axos
<b>The Honorable Kimberley H. Tyson</b> U.S. Bankruptcy Court, Colorado
<b>Clifford J. White, III</b> Executive Office U.S. Trustees
<b>Darcy Williamson</b> Williamson Law Office

See speaker bio's online at [NABT.com](http://NABT.com)

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