

Sheraton Denver Downtown, May 3 - 5, 2023
CREDIT GRANTOR / CLIENT / NETWORK / DEBT BUYER

NCBA is offering meeting space to Clients to hold Large Group Meetings with their attorneys. These meetings are typically 30 or 60 minutes. To facilitate your participation, NCBA will provide one (1) complimentary full conference registration. If you hold an **Open Meeting** for all conference attendees where you will be recruiting new attorneys at the time of the conference, you will receive two (2) complimentary full conference registrations. Space for each meeting is provided on a complimentary basis, and NCBA will make every effort to accommodate your needs. NCBA will promote your company as holding a meeting at the conference.

All presenters and attendees at your meeting must be registered for the NCBA Conference. Law firms that are not members of NCBA will not be able to access your meeting. Please include this information in your meeting invitations.

Meeting space will be available on Thursday, May 4. Please indicate your preferences:

Morning	Afternoon	Special Requests:
30-minutes	60-minutes	

1. How many participants do you anticipate will attend your meeting?
2. Choose One:
Open to all Attendees (Must be recruiting attorneys at time of conference) *Please give a brief description of the type of attorney and region you are looking for:*

Closed (invited attorneys only-to be monitored by client)

NCBA will provide:

- Complimentary Meeting Space
- One (1) Complimentary Full Conference Registration for Closed Meetings
- Two (2) Complimentary Full Conference Registrations for Open Meetings.
- Five (5) Guest badges for full-time employees of your company for attendance to your company's client meetings only. They will not be able to access other companies' client meetings.
- A Complimentary Standard Audio Visual Set (laptop, projector, screen and microphone) for each meeting room.
- Hotel contact information if you wish to provide food or beverages for your attorneys.

We understand all attendees of our meetings will need to be registered for the NCBA Conference and that law firm attendees that are not NCBA Members will not be able to access our meetings.

Signature: _____ Date: _____

Name _____ Title: _____

Organization: _____

Phone: _____ Email: _____

Please email completed form to
conferences@creditorsbar.org by February 16, if possible.

Space will be reserved on a first-come, first-served basis.

NCBA will send confirmation of receipt of this form.

Rooms and times will be assigned in late March.

Please direct questions to:
Lisa Linke, Director of Meetings and Events
conferences@creditorsbar.org