



2023 – 2024 SPONSORSHIP PROGRAM

About ACC and the Arizona Chapter

The Association of Corporate Counsel (“ACC”) is the premier global legal association serving the diversified needs of its 45,000+ in-house counsel members all over the world. ACC has more than 60 chapters in its global network, including the Arizona Chapter. ACC and the Arizona Chapter promote the common professional and business interest of in-house counsel working for corporations, associations and other organizations.

The Arizona Chapter (the “Chapter”) is the preeminent organization of and for in-house counsel in the State of Arizona. The Chapter membership includes 500 in-house counsel from over 200 companies, non-profits, and government entities with a presence in Arizona. (See Appendix A – Companies Represented by AZ Chapter Members.) The Chapter seeks to advance the professional development of in-house attorneys in Arizona by offering top-notch CLE programs designed for them and opportunities to enhance professional relationships.

2023 – 2024 ACC, Arizona Chapter Sponsorship Program

Over many years, the Chapter, together with our Sponsors, has built a reputation for offering both top-quality CLE programs and networking opportunities for Arizona in-house counsel. As a result, our programs are popular and widely attended. Sponsorship provides our Sponsors with valuable client development opportunities to market services, share expertise, and enhance their reputation with current and potential clients.

The Chapter has developed our sponsorship program to increase the flexibility for sponsors and to enhance the interaction between members and sponsors. Please see the **2023 – 2024 Sponsorship Program Opportunities** for an overview of all sponsorship opportunities available to a variety of sponsoring organizations. We believe our Sponsorship Program offers Sponsors a unique and unparalleled opportunity to engage with our 500 members who represent local, national and international organizations with a presence in Arizona.

In 2023 – 2024 the Chapter will continue to offer one meeting each month, with up to four (4) hours of CLE at each meeting. We began using this format last year and have seen increased attendance by members from outside of the Phoenix metro area and by members who attended a Chapter meeting for the first time.

The Chapter has adopted some additional flexibility for the upcoming year that we believe will enhance the sponsorship benefits even more. Key changes include:

- **CLE Sponsorships:** We will collaborate with Sponsors to combine one of our full day CLE Sponsorships with one of Sponsor’s established client seminars. This partnership allows for unique cross-marketing opportunities in one cost-efficient event. The Sponsor connects with ACC members who are not already clients, and the Chapter connects with in-house counsel who are not ACC members. Further, the interaction among the attendees allows the Sponsor’s clients to informally speak to their experience with Sponsor and for ACC members to discuss the benefits of ACC membership.

With a venue that can accommodate up to 160 guests, we have ample space to allow more Sponsor personnel and more Sponsor clients to attend the event. We work with Sponsors to:

- Customize the schedule and format for the entire morning through the lunch hour;
- Coordinate guest lists for invitations going to both the Chapter members and the Sponsor’s clients;
- Allow the Sponsor to market the event and share registration links on both Sponsor’s webpage and in client communications; and
- Offer a custom registration fee structure that gives the Sponsor the opportunity for a larger audience, while keeping the event cost efficient.

- **Roundtable and Leadership Host Sponsorships:** Last year, these sponsorships were only available to CLE Sponsors. For the 2023 – 2024 fiscal year, both the Roundtable and Leadership Host Sponsorships will be available as stand-alone sponsorships, and both will be available to all types of sponsoring organizations. These events do not need to offer CLE.
- **Virtual CLE:** Last year, Virtual CLE Sponsorships were restricted to Sponsors who did not have an office in Arizona. We have eliminated that restriction and made Virtual CLE Sponsorships available to all law firms, accounting firms and other CLE providers. Our Chapter members, especially those who do not live in the Phoenix metro area, have expressed interest in having the opportunity for a one-hour CLE program available online. We are also offering twelve (12) Virtual CLE Sponsorships to allow one per month.

We look forward to collaborating with you on CLE Programs and other networking activities and to creating exciting and unique opportunities for our Chapter members and Sponsors to learn and spend time together.

2023 ACC Arizona Chapter Board of Directors

- **President** **Mark Rogers**, Amkor Technology, Inc.
Executive Vice President, General Counsel & Corporate Secretary
- **Vice President** **Robert Longo**, Waste Management
Vice President and Managing General Counsel
- **Secretary** **James Curtin**, Maricopa County Community College District
Senior Associate General Counsel & Chief Privacy Officer
- **Treasurer** **Kelleen Brennan**, Axon Enterprise, Inc.
Senior Director & Assistant General Counsel, Compliance
- **Directors:** **Mary Alexander**, DMB Development LLC, Executive Vice President & General Counsel

Heather Bjella, Pinnacle West Capital Corporation, Associate General Counsel

Margaret Gibbons, Equity Title of Arizona, Vice President

Sasha Glassman, Rogers Corporation, Assistant General Counsel

Mary Beth Orson, Meta Financial Group, SVP Shared Legal Services & Corporate Secretary

Amy Rasor, Motorola Solutions, Regional Lead Counsel

Mona Stone, Goodwill of Central & Northern Arizona, Executive Vice President General Counsel, Chief Compliance Officer & Corporate Secretary

The Board of Directors of the Chapter is pleased to invite you to participate in the 2023 – 2024 Sponsorship Program, and we look forward to working with you in the upcoming year.

Please email the Chapter Administrator (acc.az.chapter@gmail.com) with any questions.



2023 – 2024 SPONSORSHIP APPLICATION MATERIALS

Sponsorship Program General Terms

- **Selection of CLE Sponsors and Topics.** Topics shall be determined according to the Chapter's Speaker and Sponsor Guidelines (See Appendix B). The Chapter will select CLE Sponsors based on the Chapter's needs, the quality of the proposal, prior support of the Chapter, the Chapter's desire to include Sponsors of varying sizes and specialties, prior experience (quality of past presentations, compliance with the program guidelines) and the timeliness of the application submission.
- **Event Cancellation.** CLE Programs must take place on the date scheduled by the Chapter. If a CLE Sponsor elects not to make the presentation on the agreed upon date, then the CLE Sponsor forfeits the sponsorship fee. All Sponsorship fees are non-refundable. In the event the Chapter cancels the program, the fee, or a portion thereof, shall be refundable to the Sponsor.
- **Sponsor Announcements/Invitations and RSVP.** The events are the Chapter's events. The Sponsor name and logo will be included on the Chapter's notices announcing the program. The Chapter shall retain ownership and control over and shall not share proprietary data, including its membership list, with sponsoring organizations. Registration must be coordinated through the Chapter Administrator or her/his designee. The Chapter will create an online registration page for each event and regularly send notices about the event to its members.
- **Administration of Sponsorship Benefits and Requirements.** Sponsors must provide a signed Web-Linking Agreement before Sponsor information will be posted to the Chapter webpage; and Sponsor agrees to comply with the Chapter's Speaker and Sponsor Guidelines on Appendix B of these included in the sponsorship application materials.
- **Exceptions and Updates to Guidelines.** The Chapter President may make exceptions to these guidelines for good cause and in the best interests of the Chapter. The Chapter reserves the right to create and to put into place other sponsored programs not described in these guidelines.
- **Other Items.**
 - The Chapter does not warrant or guarantee (i) the number of the Chapter members that will attend the sponsored program or (ii) any results from the opportunity for the applicant to sponsor or present the sponsored program.
 - All Sponsorships are available on an annual (October – September) basis. Submission of an application for sponsorship does not guarantee a sponsorship.

Application Process & Deadline

- **Applications are due by 5:00 pm (MST) on Friday July 28, 2023**
- **Email completed application to: acc.az.chapter@gmail.com**
- Applications received after 5:00 pm on Friday July 28, 2023, will receive consideration only after the applications received by the application deadline.
- Please do not send payment with your application. An invoice with payment instructions will be sent once the Chapter selects the 2023 -2024 Sponsors.

2023 – 2024 SPONSORSHIP OPPORTUNITIES

Category & Price	Eligible Sponsors	Description & Benefits
Full-Day CLE Exclusive Sponsor <i>Number available varies with applications received</i> \$5,000 each	<ul style="list-style-type: none"> • Law firms • Accounting firms • Other CLE providers 	<ul style="list-style-type: none"> • Exclusive sponsor for one monthly meeting • Provide up to 4 hours of CLE programs • Ability to customize program schedule • 10 complimentary registrations <p><i>We now offer the option to customize a Full Day Sponsorship by combining it with one of your existing client seminars. Please contact the Chapter Administrator for more information.</i></p>
Half-Day CLE Co-Sponsor <i>Number available varies with applications received</i> \$3,000 each	<ul style="list-style-type: none"> • Law firms • Accounting firms • Other CLE providers 	<ul style="list-style-type: none"> • Co-Sponsor for one monthly meeting • Provide 2 hours of CLE programs • 5 complimentary registrations
Virtual CLE Twelve (12) available \$1,000 each	<ul style="list-style-type: none"> • Law firms • Accounting firms • Other CLE providers 	<ul style="list-style-type: none"> • Host a one-hour webinar CLE program • Flexibility on the time of day the program is offered • Reaches ACC members outside of Phoenix <p><i>(In addition to the Sponsorship Fee, Sponsor provides the webcast technology and pays any costs and fees related to the use of the webcast technology)</i></p>
Roundtable Three (3) available \$2,000 each	All applicants	<ul style="list-style-type: none"> • Exclusive host of a lunch or dinner to network in a small group setting • Does not require preparation of a CLE Program • Ability to target Sponsor's selected group, such as: CLO/GC, practice area specialties, specific industry, new to in-house <p><i>(In addition to Sponsorship Fee, Sponsor pays for all event costs)</i></p>
Leadership Host One (1) Available \$2,000	All applicants	<ul style="list-style-type: none"> • Host the social portion of a Chapter Board meeting to network with Chapter leaders (<i>Sponsor does not attend the business portion of Board meeting</i>) • Does not require preparation of CLE program <p><i>(In addition to Sponsorship Fee, Sponsor pays for all costs for the social portion of meeting)</i></p>

2023 – 2024 SPONSORSHIP OPPORTUNITIES

Category & Price	Eligible Sponsors	Description & Benefits
Business Operations Six (6) Available \$500 each	<ul style="list-style-type: none"> Accounting Firms Compliance Training Vendors Cybersecurity Consultants Forensic Consultants Insurance Providers/Consultants Investigation Consultants Legal Operations Consultants Privacy Vendors Professional Development Consultants Software Vendors 	<ul style="list-style-type: none"> One complimentary registration to any 5 of the monthly CLE meetings Ability to get to know Chapter Members without being a CLE provider Opportunity to distribute information about products & services
Professional Development One (1) Available \$1,500	<ul style="list-style-type: none"> Career Counselors Executive Coaches Legal Placement Firms Legal Recruiters 	<ul style="list-style-type: none"> One complimentary registration at each monthly CLE meeting Monthly email distribution sent Chapter members Opportunity to host two events during the year targeting any aspect of career development, career coaching or employee retention <p><i>(In addition to Sponsorship Fee, Sponsor pays for all event costs)</i></p>
Community Service Two (2) Available Non-CLE Sponsor \$1,000 each Half-Day CLE Sponsor \$250 each Full day CLE Sponsor \$0 each	All applicants	<ul style="list-style-type: none"> Host a community service project with Chapter Members Discounted fees for CLE Sponsors <p><i>(In addition to Sponsorship Fee, Sponsor pays for all event costs)</i></p>
Social Activity Four (4) Available Non-CLE Sponsor \$1,500 each Half-Day CLE Sponsor \$750 each Full day CLE Sponsor \$250 each	All applicants	<ul style="list-style-type: none"> Host a social activity with Chapter Members Discounted fees for CLE Sponsors <p><i>(In addition to Sponsorship Fee, Sponsor pays for all event costs)</i></p>



SPONSORSHIP APPLICATION COVER SHEET

Please include this cover page with your application

Applications are due by 5:00 pm (MST) on Friday July 28, 2023

SPONSOR INFORMATION
Name
Website
Address

RELATIONSHIP CONTACT
<i>Please list the person ACC AZ Chapter Members should contact for information about professional services</i>
Name
email
Phone

MARKETING CONTACT
<i>Please list the person that the Chapter Administrator should contact to coordinate your sponsorship</i>
Name
email
Phone

SPONSOR NOTES
<i>Please include additional information you want the Chapter to consider</i>

Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com



2023 - 2024 CLE SPONSORSHIP REQUEST

Eligible Sponsors: law firms, accounting firms and other CLE providers

Description
Opportunity to sponsor and present CLE program(s) at one of the eleven (11) Chapter monthly CLE meetings as either a Full Day Exclusive Sponsor or as a Half-Day Co-Sponsor.

Half-Day <i>Co-Sponsor</i> CLE Sponsorship Fee (provide 2 hours of CLE) \$3,000 each <input type="text"/> Number Requested
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Full Day <i>Exclusive Sponsor</i> CLE Sponsorship Fee (provide up to 4 hours of CLE) \$5,000 each <input type="text"/> Number Requested	Do you want to discuss how to customize a Full Day Sponsorship and combine it with one of your existing client seminars? <input type="text"/> Yes <input type="text"/> No
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Select Meeting Date(s)
All meetings on Tuesdays 8:30 am - 1:15 pm at Phoenix Country Club <i>Please rank dates as 1st, 2nd or 3rd Choice</i>
Available any date
November 21, 2023
December 12, 2023
January 16, 2024
February 20, 2024
March 19, 2024
April 16, 2024
May 21, 2024
June 18, 2024
August 20, 2024
September 17, 2024

Please complete and include a Proposed CLE Topics Form when requesting a CLE Sponsorship.
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Sponsor Notes
Please include additional information you want the Chapter to consider

Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com



2023 - 2024 VIRTUAL CLE SPONSORSHIP REQUEST

Eligible Sponsors: law firms, accounting firms & other CLE providers

Description
Opportunity to host a one (1) hour CLE webinar program for AZ Chapter members.

Sponsorship Fee
\$1,000 each
<input type="text"/> Twelve (12) available
Number Requested
<i>In addition to the Sponsorship Fee paid to the Chapter, Sponsor is responsible for providing webcast technology and any costs and fees related to the use of the webcast technology</i>

Proposed Topic(s)
<i>Please complete and include a Proposed CLE Topics Form with your application when requesting a Virtual CLE Sponsorship.</i>

Proposed Date(s)
<i>Please list dates in order of preference. Exclude AZ Chapter monthly meeting dates.</i>
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•
•

Proposed Time of Day
<i>Please use Mountain Standard Time</i>
Start Time:
_____ <input type="text"/> a.m. <input type="text"/> p.m.

Sponsor Notes
<i>Please include additional information you would like the Chapter to consider</i>

Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com



2023 - 2024 PROPOSED CLE TOPICS

Please complete and include this form with all applications requesting CLE or Virtual CLE Sponsorships.

Please review the Chapter's Speaker Guidelines on **Appendix B**

For Suggested CLE Topics - see **Appendix C**

For Past CLE Topics - see **Appendix D**

Proposed Topics	Speaker(s)
<i>1. Please list topics in order of preference</i> <i>2. If you are requesting more than one CLE or Virtual CLE Sponsorship, please indicate your meeting date preference for each topic listed</i>	<i>Any speaker who is not employed by Sponsor must be approved by Chapter</i>
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Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com



2023 - 2024 ROUNDTABLE SPONSORSHIP REQUEST

Eligible Sponsors: Available to all organizations

Description

Opportunity to network with a Sponsor-selected small group of Chapter members over lunch or dinner. Sponsor may, but is not required, to offer a CLE component. Sponsor controls the number of Chapter members who may attend, date of event (*excluding AZ Chapter meeting dates*), venue, and time. Chapter will assist Sponsor with guest list as needed.

Suggested Groups

- General Counsel/ Chief Legal Officer
- New to In-House
- Practice Area Specialty
- Industry Specific

Sponsorship Fee

\$2,000 each

Three (3) Available

Number Requested

Sponsor is responsible for the Sponsorship Fee paid to the Chapter and for payment of all costs and fees for the Roundtable event

Proposed Event Details

Proposed Group:

Proposed Number of Guests:

Proposed Time

Lunch

Dinner

Proposed Dates

-
-
-

(Please list 3)

Sponsor Notes

Please include additional information you would like the Chapter to consider

Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com

2023 - 2024 BUSINESS OPERATIONS SPONSORSHIP REQUEST

2023 - 2024 PROFESSIONAL DEVELOPMENT SPONSORSHIP REQUEST



2023 - 2024 COMMUNITY SERVICE SPONSORSHIP REQUEST

Eligible Sponsors: Available to all organizations

Description

Opportunity to host a community service project with AZ Chapter members.

See Appendix E – Suggested Community Service Activities

Sponsorship Fee

Non-CLE Sponsor	\$1,000	<div></div>	Two (2) Available	<i>Sponsor is responsible for the Sponsorship Fee paid to the Chapter and for the payment of all costs and fees for the Community Service Activity</i>
Half-Day CLE Sponsor	\$250			
Full Day CLE Sponsor	\$0			

Number Requested

Proposed Community Service Activity

Description:

Proposed Date :

(Please provide 2 choices)

Approximate Duration:

Attendance Capacity:

Guest Policy: *(number of guests allowed per member, adult-only or family-friendly activity, include child age restrictions)*

Please list any specific skills or physical abilities required to participate in the project:

Sponsor Notes

Please include additional information you would like the Chapter to consider

Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com



2023 - 2024 SOCIAL ACTIVITY SPONSORSHIP REQUEST

Eligible Sponsors: Available to all organizations

Description	
Opportunity to host social activities for members	
See Appendix F – Suggested Social Activities	

Sponsorship Fee		
Non-CLE Sponsor	\$1,500	<div><input type="text"/></div> Four (4) Available
Half-Day CLE Sponsor	\$750	
Full Day CLE Sponsor	\$250	
		Number Requested
Sponsor is responsible for the Sponsorship Fee paid to the Chapter, and for payment of all costs and fees for the Social Activity		

Proposed Social Activity	
Description:	
Proposed Date : (Please provide 2 choices)	
Time of Day:	Approximate Duration:
Attendance Capacity:	
Guest Policy (number of guests allowed per member, adult-only or family-friendly activity, include child age restrictions)	

Sponsor Notes
Please include additional information you would like the Chapter to consider

Please email application to: acc.az.chapter@gmail.com by 5:00 pm MST on Friday July 28, 2023

Please direct questions to: Karen Rogers, ACC Arizona Chapter Administrator: acc.az.chapter@gmail.com



APPENDIX A

ORGANIZATIONS REPRESENTED BY ARIZONA CHAPTER MEMBERS

A		
ADP	Arctic Slope Regional Corporation	ASML
AJF Inspections & Engineering	Arizona Association of REALTORS	ASML US, Inc.
Albertsons Companies, Inc	Arizona Cardinals Football Club LLC	Aspect Software, Inc.
Align Technology, Inc.	Arizona Department of Economic Security	ASRC industrial Services
Alliance Residential Company	Arizona Diamondbacks	Assent Compliance Inc.
Allstate Insurance Company	Arizona Electric Power Cooperative, Inc.	Assurant, Inc.
American Airlines, Inc.	Arizona G&T Cooperatives	Atmel Corporation
Amkor Technology, Inc.	Arizona State University	Attentive Mobile Inc
APCO Holdings, LLC	Arrow Electronics, Inc.	Avnet, Inc.
APL Logistics Ltd	Ascension	Axon Enterprise Inc
Apogee Physicians	ASM America, Inc.	
ArborWorks	ASM International NV	
B		
Bank of Montreal	Benchmark Electronics, Inc.	Blue Cross & Blue Shield of Arizona
Banner Health	Best Western International, Inc.	Blue Yonder
BASIS Educational Group	BL Restaurant Operations, LLC	
C		
CarGuard Administration, Inc	Clear Channel Outdoor, Inc.	Consumer Cellular, Incorporated
Carlisle Companies Incorporated	Clear Sky Capital Inc.	CopperPoint Insurance Companies
Carvana, LLC	CMOC	Crawford & Company
Centuri Group, Inc.	CNA National Warranty Corporation	
Charles Schwab & Co., Inc.	Coalition, Inc.	
D		
DEPCOM Power, Inc.	Discount Tire Company	Drivetime
Desert Financial Credit Union	DMB Development LLC	
E		
Edward Jones	ElectraMeccanica USA LLC	Equity Title of Arizona
Elanco US, Inc.	Empire Southwest, LLC	eXp Realty, LLC
Elasticsearch, Inc.	EPCOR Water	
F		
Farmers Insurance Exchange	FlexiVan Leasing LLC	Freedom Financial Network, LLC
FIS	Footprint International	Freeport-McMoRan Copper & Gold, Inc.
Flex Technologies Group	Forever Living Products International, LLC	Freeport-McMoRan Inc.



APPENDIX A

ORGANIZATIONS REPRESENTED BY ARIZONA CHAPTER MEMBERS

G		
General Dynamics Mission Systems	GlobalTranz Enterprises, LLC	Goodwill of Central & Northern Arizona
Genuine McCarthy Enterprises, Inc.	GoDaddy	Gowan Company LLC
GHD Group	GoDaddy Operating Company, LLC	Greystar Management Services, L.P.
Globalization Partners	Golder Associates Inc.	Grimaldi's Coal Brick Oven Pizzeria, Inc.
H		
Hagerty	Henkel Corporation	Honeywell International Inc.
Haleon	Hickman's Family Farms	HonorHealth
Harkins Administrative Services, Inc.	hims & hers	Hyland Software, Inc.
I		
Independence Pet Group, Inc.	Intel Corporation	Isola USA Corporation
Insight Enterprises, Inc.	Interim Public Management, LLC	
J		
Jacobs Engineering Group Inc.	Jones Lang LaSalle Inc	
K		
Kaufman, Hall & Associates, LLC	KB Home	
L		
L2M	Levi Strauss & Co	
M		
Magellan Health, Inc.	McKesson Corporation	Moon Valley Nurseries
Make-A-Wish Foundation of America	Medicines360	Moria Development Inc., Peoples Mortgage Co.
Maricopa County Community College District	Meritage Home corp.	Mosaic Building Group Inc.
Matrix Absence Management, Inc.	MFIB, LLC	Motorola Solutions
MAX at Kierland	Microchip Technology Inc.	Mountain Park Health Center
Mayo Clinic	Midwestern University	MUFG Union Bank
McCarthy Building Companies, Inc.	Mister Car Wash, Inc.	
N		
NexMetro Communities	Nextiva, Inc.	NortonLifeLock Inc.
O		
Offerpad	onsemi	Oracle America, Inc.
Offshore International, Inc.	Oportun	Outlier
P		
P.F. Chang's China Bistro, Inc.	PetPartners, Inc.	Pinnacle West Capital Corporation
Palo Alto Networks, Inc.	PetSmart LLC	Pipl Search Ltd.
Parchment Inc.	Phoenix Children's Hospital	Plexus Worldwide, LLC
Pathward, N.A.	Phoenix Suns	Ports America
PayPal, Inc.	Pine Tree Commercial Realty, LLC	Progress Residential
Pearson PLC	PING	



APPENDIX A

ORGANIZATIONS REPRESENTED BY ARIZONA CHAPTER MEMBERS

Q		
Quanergy Systems, Inc.		
R		
RadiusAI, Inc.	Realty Income Corporation	Roche Diagnostics
Rain Carbon, Inc.	Redirect Health	Rogers Corporation
Raytheon Missiles & Defense	Republic Services, Inc.	
S		
Sabey Corporation	Senacas Consulting, LLC	Southwest Industrial Rigging
Sagikor Life Insurance Company	Services Group of America, Inc.	Spring Education Group
Salt River Project	Shamrock Foods Company	Stenson Tamaddon, LLC
Scottsdale Insurance Company	Sight Sciences, Inc.	STORE Capital
SDB Contracting Services	SmartRent	
T		
TE Connectivity	Translational Drug Development, Inc.	TSMC North America
TEP	Troon	TTEC Holdings, Inc.
The Boeing Company	Troon Golf	Tucson Airport Authority
The Wolff Company	Trulieve, Inc.	Twilio Inc.
U		
U-Haul International, Inc.	Unitedweb, Inc.	US Foods, Inc.
Ubiquia, Inc.	Universal Technical Institute, Inc.	USAA
UBS Business Solutions AG CH	University of Phoenix	
V		
Valley Metro Rail, Inc.	Verra Mobility Corp.	Vixxo Corporation
Vanta Global	Viad Corp	Voya Financial
Verizon	Vitalant	
W		
W.L. Gore & Associates, Inc.	WebPT, Inc.	Wolters Kluwer
Waste Management	Western Alliance Bancorporation	
Y		
YAM Holdings, LLC	YAM Management, LLC	Yuma Regional Medical Center
Z		
Zendesk		



APPENDIX B

SPEAKER AND SPONSOR GUIDELINES

These guidelines shall apply to all Chapter programs featuring a speaker.

The Board of Directors of the Chapter has concluded that it is desirable to bring greater uniformity to presentations by speakers at the Chapter's programs and believes that by adopting these Guidelines the Board will further the Chapter's primary mission of offering high quality Continuing Legal Education to the Chapter members. The Board recognizes that fairness to potential sponsoring organizations is important to the Chapter's mission. Further, the substantive quality of presentations is important to the meeting attendees and the success of the Chapter.

- **General Guidelines.** The term "Speaker" or "Sponsor" shall include the individual making the presentation and the organization to which the Speaker belongs.
 - **Absent advance permission from the Chapter, all Speakers at a program must be employed by the sponsoring organization for that program.**
 - If a Sponsor chooses to offer the CLE program(s) in a panel discussion format with expert panelists comprised of both attorneys and business professionals who are topical experts, the Sponsor must notify the Chapter of that no less than thirty (30) days prior to the meeting. At that time, the Sponsor must submit the name(s) and organization(s) of all members of the panel to the Chapter for approval.
- **General Presentation Guidelines.** All presentations shall comply with the following General Guidelines. The Chapter Administrator shall work with the Chapter leadership and the Speaker and Sponsor to implement the Guidelines.
 - The selection of the Sponsors shall not imply any endorsement from the Chapter.
 - The Chapter shall not share any proprietary information with the Sponsors.
 - In setting any sponsorship arrangements, the Chapter shall consider how the proposed sponsor arrangement compares to sponsorship arrangements in the past year to promote fairness among sponsors.



APPENDIX B

SPEAKER AND SPONSOR GUIDELINES

- **Presentation Content Guidelines.** The Sponsor may request assistance from the Chapter to ensure the presentation content meets these Guidelines. The Speaker shall be responsible for the substantive content of the presentation. Presentations should contain the following elements:
 - Programs for which Continuing Legal Education (CLE) credit is given shall meet the time requirements set forth by the State Bar of Arizona (60 minutes per hour);
 - The topic shall be addressed from the perspective of the in-house counsel;
 - The presentation must contain useful, substantive and relevant information for the program attendees;
 - The Sponsor must provide, at Sponsor's expense, substantive printed handouts related to the presentation topic (the Chapter strongly encourages the Sponsor to include outlines or checklists of practical tips for in-house counsel in the printed handouts);
 - Shortly after the presentation, the Chapter will post the CLE Materials on a member-restricted portion of the Chapter's page on www.acc.com for Chapter members' reference; and
 - Sponsors shall not market their services or organizations during their presentation or in their written handout materials, except that speaker's and sponsor's name and contact information, along with a short paragraph identifying the products or services, may be added to the written handout materials without approval of the Chapter.
- **Role of the Chapter Administrator.**
 - The Chapter Administrator shall be responsible for administering these Guidelines. Any questions about the interpretation should be directed to the Chapter President, Vice President, Treasurer or Secretary.
 - The Chapter Administrator shall confirm all engagements and financial arrangements with the Sponsor, and all such confirmation shall be sent electronically.
- **Exceptions to the Guidelines.** The Chapter President, Vice President, Treasurer or Secretary may make exceptions to these Guidelines for good cause and in the interests of the Chapter.

APPENDIX C

SUGGESTED CLE TOPICS

- Investigations - Best Practices
- Managing Supply Chain ESG in Your Contracting Process
- DGCL Section 102(b)(7) - Exculpation provisions to eliminate or limit the personal liability of officers for breach of the fiduciary duty of care
- Commercial Leases - Twenty Topics to Negotiate
- Current Developments in Merger Enforcement
- Antitrust - Partial Ownership, Interlocking Directorates, Private Equity
- Patent Prosecution - Foreign Filing Licenses and Export Licenses
- SEC Climate Change Disclosure Rule
- How to Avoid Immigration-Related Discrimination when Complying with U.S. Export Control Laws
- Foreign Direct Product Rule - Seagate and Huawei
- Responding to Software Licensing Audits
 - Privacy: overview of state laws on employee & data privacy; practical advice on policies, contract provisions with vendors & best practices
- Minutes of Board Meetings
- The ABC's of DEI
- Guidance for In-House Counsel appointed as an Arbitrator (Maricopa County)
- Government Use of Big Data in Criminal Investigations
- What is Reasonable Accommodation Post-COVID?
- What to Know About Revenue Recognition When Drafting Contracts
- Loss Contingencies – When to Set a Reserve & How Much
- Compliance with International Privacy Rules (EU, China, Canada)
- Insurance – what in house counsel should know about coverage including: D&O, Work comp, property & liability, & cyber; standard contract provisions for vendors (what to ask for and why), how indemnity provisions effect coverage
- Developments in Insurance for Cyber-Liability
- Enforcing Social Media Policies with Employees
- Regulatory Response to Climate Change
- Compliance with State Privacy Rules
- What Happens to Pending Litigation Post-Acquisition?
- Best Practices for Conducting Effective Internal Investigations

APPENDIX C

SUGGESTED CLE TOPICS

- New Economic Sanctions and Trade: 2023
- A Practical Step by Step Guide to Responding to Retaliation Claims
- False Claims Act Litigation – When the DOJ Does/Does Not Intervene
- Shareholder Activism: What Should General Counsel Be Telling Boards Now?
- FCC Regulation of IoT
- Making Sure Departing Employees Do Not take Trade Secrets Out the Door
- Compliance & Ethics – Global and Cross Border Investigations
- Understanding ISS and Glass Lewis Ratings
- 2023 Corporate Whistleblowing Update
- Top Priorities for Privacy and Security Regulators
- Cybersecurity: Updates for Managing Incidents, Including Ransomware, Spear Phishing, Phishing & Click Baiting
- SEC Comment Letters Recent Trends
- International Arbitration – Where? What Rules?
- Update on CFIUS Review
- When Regulators Take Enforcement Action Against In-House Counsel . . .
- Approach a Compliance Risk Assessment Effectively
- Criminal Antitrust Enforcement – No Poaching Agreements
- Corporate Misconduct: When Are In-House Counsel & Compliance Officers at the Most Risk?
- Recent Developments in Arizona Law (Cases, New Statutes)
- Government Contracts: Updates for 2023
- False Claims Act Developments at the National and State Level
- Key Contract Terms for Cloud Computing Agreements
- Fundamentals of Swaps/Derivatives for Corporate End-Users
- Fundamentals of Consumer Protection
- Structuring and Negotiating Private Equity Investments
- Delaware Case Law: “Commercially Reasonable Efforts” or “Best Efforts”?
- Software: Audits & Licensing Disputes
- EEO Update – Supreme Court and Important Appellate Decisions
- Antitrust: Participating in Industry Standard Setting
- Antitrust Counseling: Bundled Prices, Loyalty Discounts and Exclusive Dealings
- Patent Infringement Actions at the International Trade Commission

APPENDIX C

SUGGESTED CLE TOPICS

- Compensation Committees – Independence and Compensation Consultants
- Recent Developments in Employee Benefits
- Business Interruption Insurance: Basics and Policy Enforcement
- US Export Law Compliance
- Department of Commerce/BIS Requirements for Participating in International Standards Bodies
- Software Licensing – Don't Forget About the Boilerplate
- DOJ/FTC Merger Guidelines for Non-M&A Lawyers
- CHIPS & Science Act
- ERISA Breach of Fiduciary Duty Litigation
- Delaware Law Developments 2022 for In-House Counsel
- Real Estate in the Metaverse
- Guiding In-House Counsel through a Restatement (SEC, NASDAQ/NYSE)
- Securities Laws Update
- Doing Business in (Canada, Mexico, Brazil, Europe, South Korea, Vietnam)
- Inflation Reduction Act
- Recent Developments State and Local Taxes

APPENDIX D PAST CLE TOPICS

2023

September

- Zen & the Art of Contract Drafting
- Data Privacy Update - 2023's New State Laws & Related Developments
- Current Market Trends in M&A Transactions
- Dive into trade secret Protections-Best practices, common pitfalls, & thrilling retelling of others mistakes will be discussed to help your organization better protect this often overlooked & incorrectly managed intellectual property

August

- Recent development in Arizona and Federal Law on arbitration agreements
- How to use outside counsel wisely: to learn about how outside counsel can improve your efficiency, including a detailed dissection of most contracts' typical limitation of liability clause. These topics may sound unrelated, but they are not.
- Tax Planning for Joint Ventures
- TBA

June

- Annual Ethics Briefing
- Stress & Mental Health of In-House Counsel

May

- Leveraging Social Media Against Claims from First Report to Jury Selection
- M&A - NDAs, LOIs and Traps for the Unwary
- Do's & Don'ts for Building a World-Class Legal Department
- Class Actions - Best Practices to Manage and Mitigate Risks

April

- Wage & Hour Power Hour: Back to the Future
- NLRA Update
- Lawful Physical & Mental Health Check-Ins

March

- IP issues in ChatGPT and AI: Should your company have a policy on their use?
- Website Accessibility and Beyond: How to Increase Compliance and Reduce the Risk of Lawsuits
- Building a Flexible Data Privacy Program in 2023
- *Twitter v. Elon Musk* : Lessons Learned

APPENDIX D

PAST CLE TOPICS

February

- Employment Law Update (including federal, Arizona, and California)
- Labor Law Update
- Immigration Law Updates

January

- Labor & Employment Update: HR Best Practices, Wage and Hour & Union Organizing
- International Trade Regulatory Update
- Collecting & Processing Personal Data Controls for Internal and External Stakeholders
- New SEC & Executive Compensation Developments

2022

December

- Market Report Status of Regulation of Digital Currencies
- Stress Management for In-House Counsel

November

- Arizona's Water: What Happens Next
- Revisiting Attorney Client Privilege
- The Corporate Transparency Act: Corporate Transparency Act: Preparing for the Creation of a Federal Database of Entity Beneficial Ownership Information
- We Need to Talk About it in the Workplace: Addressing Mental Health Issues at Work

October

- M&A Trends
- Structuring data rights in software agreements including data ownership, data licensing, use of data in machine learning/AI, and data clawback rights
- What's Trending: Top Five Takeaways from Recent Litigation Developments
- Trends in the 2022 Workplace
- Update on priorities for Government Investigations
- Annual Internal HR Legal Compliance Audits: Do's & Don'ts and Considerations

APPENDIX D

PAST CLE TOPICS

September

- Rep & Warranty Insurance in M&A Transactions
- Ethical Issues for In-House Lawyers: What Judges Might See
- Claims-Made Policies 101
- Annual Internal HR Legal Compliance Audits: Do's & Don'ts and Considerations

August

- ESG Today: What You Need to Know
- General Issues in IP: Trade Secrets, Patents, Trademarks & Copyrights

July

- Blockchain Technology & Regulations – An Advanced Legal Primer
- Preparing Your Corporate Representative to Testify
- Understanding the Role & Mandate of your Board's Audit Committee & How It Relates to Your Legal Department Disclosure Duties

June

- NLRB Region 28 Update
- Ethics Briefing
- Killin It, Without It Killing You: Effectively Managing the Stress of a High-Octane Legal Career

May

- Leveraging Contingent Workers During COVID and Beyond
- "What A Long, Strange Trip It's Been": Ethical Implications of COVID's Continuing Impact on In-House Counsel
- The State of Labor Relations: How to Navigate the "Most Union-Friendly President's" NLRB
- 2022 Employment Law Update: What's New?

April

- Russian-Ukraine Conflict Sanctions
- The Growing Importance of Cybersecurity Sector in Light of the Russian-Ukraine War
- Intellectual Property Decisions
- TCPA Litigation – Understanding the Landscape of the Telephone Consumer Protection Act (TCPA)
- Arizona Litigation Showcase
- ESG & the Role of HR

APPENDIX D

PAST CLE TOPICS

2020

March

- When Employees Aren't Well & It's Difficult to Tell: Detecting & Accommodating Hidden Disabilities
- Blockchain 101
- The Most Overlooked Aspects of Business Combination Transactions in Today's Evolving Business Landscape

February

- False Claims Act Litigation: Factors Influencing Government Intervention
- ETHICS: Attorney–Client Privilege in Internal Investigations
- Six Questions Senior Management & Board Members Ask Corporate Counsel About D&O Insurance
- ETHICS: Protecting the Attorney–Client Privilege in M&A & Other Transactions
- Immigration Employer Compliance Trends: Worksite Raids, Fraud Detection Unit Site Visits & Social Security No Match Letters

January

- When the Comfort Parrot Starts Cursing: ADA Accommodation Quandaries
- Understanding the Role & Mandate of your Board's Audit Committee & How it Relates to Your Legal Department Disclosure Duties
- Employee Benefits 2019–2020 – Finish Strong/Be Ready
- Cross–Border Transactions: Doing Business in Canada

2019

December

- The Drought Contingency Plan, What Happens Now?
- Cybersecurity & Data Breach Notifications: How to Protect Your Company & Customers

November

- Let's Be Blunt: Marijuana & Prescription Drugs in Today's Workplace
- New Economic Sanctions & Trade: Guidance for 2019–2020
- Religious Accommodation in the Workplace, When Two Rights Make a Wrong

October

- Equal Pay Compliance – What Your Organization Should be Doing Today!
- Settlement Agreements & Issues that Lead to Litigation
- Reptile Theory – How to manage & mitigate this increasingly common plaintiff counsel approach

APPENDIX D

PAST CLE TOPICS

September

- Dealing with & Recovering from - Embezzlement, Kickbacks & Theft at Work
- Beyond Maternity Leave: Cutting - Edge Approaches to Lawful Parental Leave Programs
- What's Market - M&A - Customary Terms in Non-Disclosure Agreements, M&A, NDAs & LOIs
- Defending Against Litigation Before It Begins: How to Do More Than CYA
- SEC Enforcement: nuts & bolts to whistleblower process & how in-house counsel can avoid being drawn into the fray adverse to the

August

- Recent Developments in AZ Law: What Employers Need to Know
- GDPR - Unraveling the Newest Development in Data Protection
- Avoiding Wage & Hour Mistakes under Federal & State Law
- International Tax

July

- Do Your HR & Business Policies & Procedures Create Employment Law Liability
- AZ Update on Product Liability Law

June

- ETHICS: Ethical Issues - Can They Really Do That? Ethical Minefields & How to Dodge Them
- Best Practices for Corporate Political Involvement
- Trans 101 for Employers

May

- ETHICS: Internal Investigations & the Attorney-Client Privilege - I'm Covered, Right?
- Managing the Unmanageable: Difficult, Toxic & Gotta Go Employees
- Advantages & Disadvantages of Involuntary Bankruptcy Filings as Debt Collection Strategy
- Protecting Employer IP, Reputation, & Office Culture without Violating Employee Speech Rights
- What Businesses Need to Know about Arizona's New Data Breach Law

April

- How to Limit Liability & Risk in Your Foreign Operations
- ETHICS: Crisis & Investigation Management in the Era of 24/7 News Cycles
- Issues and Pitfalls to Avoid when Drafting and Litigating Indemnity Clauses
- Protecting Your Employees & Company from Workplace Violence
- Brand Protection Strategies

APPENDIX D

PAST CLE TOPICS

March

- Beauty is in the IP of the Beholder: Protecting & Monetizing Your Company's IP
- ETHICS: R-E-S-P-E-C-T: Find out what it means for the In-House Legal Department
- The Future of Smart Contracts
- Government Agency Enforcement Trends
- Investigating Sexual Harassment Allegations ...Getting it Right

February

- How to Prevent Executives from Saying the Wrong Thing When Testifying
- Patent Licensing
- Consciously Addressing Unconscious Biases
- Ethics: Artificial Intelligence and the Legal Profession: Embracing the Possibilities
- What's an Employer to Do in An Era of #metoo?

January

- Pre-Closing and Post-Closing Integration Planning in M&A
- Negotiating Credit Agreements & Navigating Article 9 of the UCC
- Data Privacy: Are You in Compliance?
- A New Generation of Laws Take Effect Discussion of HB 2154 & HB 2020
- SCOTUS Decision on Professional & Amateur Sports Protection Act: ushers in the next gold rush for the US Gaming Industry

2018

December

- When Must Your Insurance Company Defend Your Company & Settle Litigation Against It?
- New Arizona Rules for LLCs
- How to Keep Your Online Sweepstakes Legal, Practical Guide for Offering Online Contests & Promotions

November

- Commercial Court, MIDP, Tiering & How Businesses Should Deal with the Barrage of Rule Changes
- What Did Arizona Decide: A Review of 2018 Initiatives & Referenda
- Data Privacy Considerations When Using AI in Online Advertising
- Post Tax Reform Changes to Executive Compensation Planning
- Blockchain & IP Law

October

- Beyond the Business Terms - What should be in your purchase & sale agreement?
- New Accounting Pronouncements - Revenue & Lease
- Cybersecurity - What it means for Public Company Reporting & Board Obligations

APPENDIX E

SUGGESTED COMMUNITY SERVICE ACTIVITIES

- **Ben's Bells** <https://bensbells.org>

The mission of Ben's Bells is to teach individuals and communities about the positive impacts of intentional kindness and to inspire people to practice kindness as a way of life. Volunteers help create the Ben's Bells that are distributed in communities, and the "Be Kind" ornaments and merchandise that are sold in our shops, helping to fund open art studios and kindness education programs.

- **Arizona Humane Society** <https://www.azhumane.org/group-volunteering/>

Mission: To save the most vulnerable animals and enrich the lives of pets and people. Volunteering: We rely on animal lovers like you to help us in our mission to rescue, heal, adopt and advocate for sick, injured and abused animals. We are thrilled to offer a variety of experiences for animal-loving groups as small as four and as large as 100.

- **Project C.U.R.E.** <https://projectcure.org/take-action/volunteer/>

Project C.U.R.E.'s mission is to identify, solicit, collect, sort, and deliver medical supplies and services according to the imperative needs of the world. Volunteering: Groups volunteer help sort and pack medical supplies, stock inventory, and load containers. It's a fun way to serve and give back, and it's a great team-building activity.

- **Free Arts** <https://freeartsaz.org/group-opportunities/>

Mission: Transforming children's trauma to resilience through the arts. Volunteering: Work together to provide meaningful opportunities for children to connect and create. If your team members are looking for ways to support a local cause, consider volunteering as a group for Free Arts.

- **UMOM Read to Me Program** <https://umom.org/volunteer/>

Mission: Transforming children's trauma to resilience through the arts. Volunteering: During Read to Me, volunteers spend time reading with children ages 4 -12 years old here at UMOM's family shelter. Each session will accommodate up to 20 volunteers, from 6-8 pm in UMOM's Activity Center.

- **St. Mary's Food Bank** <https://stmarysfoodbank.volunteerhub.com/?format=0&filter={ }>

Mission: Feeding Arizona Families in Need since 1967. Volunteering: Our volunteers can pack over 1,400 emergency food boxes within our 2 hour shifts! Our boxes are then distributed all throughout Arizona to families needing assistance. Our packing events are great for team building, families, individuals and students!

APPENDIX F

SUGGESTED SOCIAL ACTIVITIES

Venue	Activity Description	Information Link
• Phoenix Botanical Gardens	<i>Classes: photography, landscape & gardening, cooking & wellness, Las Noches de Las Luminarias</i>	https://dbg.org/learn/adult-education/
• Phoenix Zoo	<i>Animal photography classes, guided tours for families, Zoolights</i>	https://www.phoenixzoo.org/camps-programs/kids-family-programs/
• La Baguette Academy	<i>Classes: Bread-making, crepe-making</i>	https://labaguetteacademy.com/home
• Mix Cooking School	<i>Cooking & baking classes for all ages</i>	https://www.mixcookingschool.com
• Cave Creek BBQ School	<i>Classes: Grilling, barbecue rub-making, regional specialty grilling</i>	https://cavecreekbbqschool.com
• Pip Coffee & Clay	<i>Classes: clay wheel throwing or hand sculpting, paint your pet</i>	https://www.pipcoffeeclay.com
• LAN art & design	<i>Create custom collage</i>	https://www.lanartanddesign.com/
• Shemer Art Center	<i>Art classes in a variety of mediums</i>	https://shemerartcenter.org/programming/adult-classes-2/
• Phoenix Glass Center	<i>Glass blowing class</i>	https://phoenixglasscenter.com/classes
• Color Me Mine	<i>Pottery painting class for families</i>	https://phoenix.colormemine.com
• Arizona Boardwalk	<i>Variety of family activities</i>	https://www.odyseaaquarium.com/wp-content/uploads/dlm_uploads/Group-Tickets-Events_Oct-2021_Compressed_Version.pdf
• Spilled Batter	<i>Kids cooking class</i>	https://www.spilledbatter.com/classes
• The Flower Garage	<i>Flower arranging class</i>	https://www.theazflowergarage.com/events
• Dukout Adventures	<i>Variety of local hiking or biking tours</i>	https://dukout.com/adventures/
• DigIt Phoenix	<i>Variety of indoor planting classes</i>	https://www.digphx.com/workshops-events
• Jade & Clover	<i>Terrarium making class</i>	https://jadeandclover.com
• Liberty Wildlife	<i>Tour of wildlife sanctuary</i>	https://libertywildlife.org/education/private-tour/
• Phoenix Rock Gym	<i>Indoor rock climbing walls</i>	https://phoenixrockgym.com
• Go Kart Racing	<i>Indoor go kart racing</i>	https://www.k1speed.com/race-packages.html
• Pump It UP	<i>Indoor bounce houses</i>	https://www.pumpitupparty.com/scottsdale-az/group-events/
• Bowlero	<i>Bowling party</i>	https://www.bowlero.com/booking?radius=25
• Stop & Breathe	<i>Meditation workshops</i>	https://www.stopandbreathe.org/group-workshops

APPENDIX F

SUGGESTED SOCIAL ACTIVITIES

Venue	Activity Description	Information Link
• Arizona Goat Yoga	<i>Goat Yoga class</i>	https://goatyoga.com
• Elevate Yoga & Wellness	<i>Variety of yoga, meditation & sound bath classes</i>	https://www.elevateyogaaz.com/private
• First Draft Book Bar at Changing Hands	<i>Meet the author or hold a book club event</i>	https://firstdraftbookbar.com
• Arizona Distilling Company	<i>Distillery tours</i>	https://www.azdistilling.com/reservations
• Adventerous Stills	<i>Variety of distillery tours and spirit-making events</i>	https://www.adventstills.com/special-events
• Desert Rock Winery & Distillery	<i>Wine tasting & music</i>	https://wineandspiritsthatrock.com
• Cham Pang Lanes	<i>Eclectic space offering champagne, fried chicken and duckpin bowling parties</i>	https://www.champanglanes.com/
• Ziggy's Magic Pizza & Stardust PinBar	<i>Pizza in a Secret Pinball Bar: daytime can be family event, evening adult cocktail party</i>	https://stardustpinbar.com/ and https://ziggypizzaphx.com/
• Century Grand Phoenix	<i>Drinks in immersive turn-of-the-century-inspired cocktail bars serving specialty craft cocktails.</i>	https://centurygrandphx.com/
• Japanese Friendship Garden	<i>Class in bonsai, moon watching, or garden tour</i>	https://www.japanesefriendshipgarden.org/events-workshops