



2009

Thank you for your interest in purchasing Colorado Bar Association (CBA) Section lists (mailing labels). CBA membership lists are available for the purpose of mailing materials of interest to attorneys and legal professionals. Before any electronic files (or labels) are sold, the CBA must receive a copy of proposed mailing material being sent to the members for approval. We are not able to finalize orders without this information.

Selection Options

The entire CBA membership list or one or more practice area sections, or limited zip codes (pre-sorts in order to determine cost prior to submitting an actual order). Pricing schedule and approximate counts for the full CBA list and practice area sections may be found on the next page. List count numbers or amounts in an electronic file received may differ slightly from those listed due to membership additions (or drops) during the year.

Pricing

There are several different pricing structures for ordering. The commercial rate applies to all for-profit companies and organizations. The non-profit rate applies to organizations with federal or state non-profit designations. Non-profit organizations must furnish a copy of an IRS letter ruling determining the status and acknowledging its tax exemption or state determination as proof of its status. There are fixed prices for the "full" CBA and "full" DBA membership lists. Prices for various Section lists are based on amount of members and organizational status. Zip code selections are priced on a "per label" basis. Each price is applied as to organizational status: commercial rate or non-profit rate. Zip code sorts (limited to 5 or under or same amount of ranges) are charged at a \$50 minimum for commercial organizations and a \$25 minimum for non-profit organizations.

Payment

All orders are required to be prepaid. Purchasing organizations outside of Colorado or those having offered proof of sales tax exemption (IRS Tax Exemption Status letter) are not charged the Colorado applicable 7.72% Sales Tax. Tax-exempt organizations will need to furnish tax-exempt number or copy of exemption letter with the order. Zip Code selection orders are pre-sorted and priced in advance pursuant to request for cost determination.

Formatting & Delivery

Selected sorts can be transmitted as an Excel document for purchaser labeling by e-mail, as a text file (quote comma delimited), or with sheeted "5160" sized (1" x 2 15/16") labels for pickup or by mail. List sorts should be indicated on the order form by either alphabetic or by zip code. Please allow a minimum of ten (10) business days for processing. Orders submitted from the 26th of a month to the 5th of the following month may take longer due to publication deadline work. Please request on the order form, an actual receipt date preference. Every effort will be made in order to accommodate that date or within the processing time period. Labels may be sent by a sort of express mail when a third-party account number is given.

The above-referenced information is provided to assist with Section list orders. Please contact the Office of the Colorado Bar Association at (303) 860-1115 or (800) 332-6736 (if outside Colorado), or more specifically, (303) 824-5310, should there be additional questions and further information required. Thank you.

Very truly yours,

The Colorado Bar Association

LABEL COUNTS & PRICING SCHEDULE

LABEL COUNTS

Colorado Bar Association	10,465
Denver Bar Association	8,000
<u>Practice Area</u>	
<i>(Numbers change with membership increase/decreases.)</i>	
Agricultural & Rural Law	98
Alternative Dispute Resolution	180
Antitrust <i>(sub-area of Business)</i>	18
Appellate <i>(sub-area of Litigation)</i>	33
Bankruptcy <i>(sub-area of Business)</i>	121
Business Entities <i>(sub-area of Business)</i>	16
Business Law	1,181
Commercial Law <i>(sub-area of Business)</i>	9
Communications & Technology Law	161
Construction Law	313
Corporate Counsel <i>(sub-area of Business)</i>	40
Criminal Law	324
Disability Law	51
Elder Law	205
Environmental Law	297
Family Law	642
Financial Institutions <i>(sub-area of Business)</i>	53
Franchise <i>(sub-area of Business)</i>	9
Gaming/Entertainment & Sports	59
Government Counsel	230
Health Law	200
International Law	164
Judiciary	72
Juvenile Law	148
Labor & Employment Law	402
Litigation	1,221
Mineral Law	359
Patent, Trademark & Copyright Law	414
Real Estate Law	1,162
Securities <i>(sub-area of Business)</i>	182
Solo/Small Firm Practice	270
Taxation	382
Trust & Estate	676
Water Law	284
Workers Compensation	182
Young Lawyers	5,536

PRICING SCHEDULE

Prices listed do not include 7.72% sales tax. (Tax not applicable to Tax Exempt or ordering organizations outside Colorado).

Full Colorado Bar Association list

\$950.00 for **commercial** organizations
 \$450.00 for **non-profit** organizations

Full Denver Bar Association list

\$450.00 for **commercial** organizations
 \$225.00 for **non-profit** organizations

<u>Practice Areas</u>	<u>Commercial</u>	<u>Non-Profit</u>
< 150 members	\$100.00	\$ 50.00
150-500	\$150.00	\$ 75.00
> 500	\$350.00	\$175.00

Each practice area is priced separately, even though it may be a multiple practice area order. Cost is not determined by totaling label order.

Zip Code Selections

Only the full CBA list can be broken down by zip code; the practice areas cannot.

\$0.12/label commercial
 \$0.06/label non-profit

When ordering Zip code selections, please call to have sorts prepared and to get a cost determination.

\$50 minimum order for zip code selections; \$25 for non-profit organizations.

***Please note - List orders cannot be used more than once pursuant to the attached agreement for any list!**

COLORADO BAR ASSOCIATION MAILING LABEL ORDER FORM

Organization: _____ Order Date: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Contact _____

Fax: _____ E-mail: _____

Requested Delivery Date: _____ FedEx Account _____

(Please provide account number for requested transmittal.)

Method of Delivery (Mail, Fed-Ex, or E-mail): _____

Company commercial **Sales tax** Yes No *(out-of-state orders are tax exempt)*

 non-profit **Tax exempt #:** _____

Label Format: 3-up Adhesive
 Excel File
 Text (tab delimited)

Sorting Preference: Alphabetical
 Zip Code

Label Selection(s):

**Colorado Bar Assn.
(Full List)**

Denver Bar Assn. (full list)

Zip Code (Pre-Sort):

Practice Areas:

Agricultural & Rural Law
Alternative Dispute Resolution
Antitrust
Appellate

Bankruptcy
Business Entities
Business Law
Commercial Law
Communication & Tech Law
Construction Law
Corporate Counsel
Criminal Law
Disability Law
Elder Law
Environmental Law
Family Law
Financial Institutions
Franchise
Gaming/Entertainment & Sports
Government Counsel
Health Law

International Law
Judiciary
Juvenile Law
Labor Law
Litigation
Mineral Law
Patent, Trademark & Copyright
Real Estate Law
Securities
Small Business Entities
Solo/Small Firm Practice
Taxation
Trust & Estate
Water Law
Worker's Compensation
Young Lawyer's

**Please make checks payable to the Colorado Bar Association,
or submit the Credit Card authorization as indicated below (Visa or MasterCard).**

Label Order Subtotal: _____

SubTotal: _____

7.72% Sales Tax (In-State) _____

Label Order Total: _____

Credit Card Type: _____

Credit Card #: _____

Exp. Date: _____

Cardholder's
Name: _____

Signature _____



CBA SECTION LIST PURCHASE AGREEMENT

Purchaser of Colorado Bar Association mailing lists agrees to the following terms and conditions:

1. Colorado Bar Association (CBA) member names and addresses are available for communications by mail that are relevant to the practice of law and in keeping with the ethical standards of the profession. The CBA maintains the right to decline mailing lists requests at the discretion of the association based on the perceived value of the materials to the members.
2. CBA member names and addresses may be used for mailing purposes only.
3. All list orders must be accompanied with a copy or sample of all materials to be mailed to CBA members. Orders will not be processed until materials are received for approval.
4. Purchaser will indemnify and hold harmless the CBA for any loss associated with the purchaser's distribution of materials to names and addresses contained in lists.
5. **Purchaser may use the CBA member names and addresses only once and only for the purpose of mailing the materials which have been named and approved with this order.** Purchaser will not duplicate, copy, store, or retain the information in the lists or in electronic files in any manner, nor for resale of such lists or information to any other entity.
6. Purchasers requesting the non-profit rate must include proof of non-profit status.
7. Prepayment (including applicable sales tax) is required for the CBA (full) list and DBA (full) list and for each practice area list.
8. The CBA will make every effort to meet requested delivery date, but will not be held responsible for any failure to deliver by that date.

Dated this ____ day of _____, 2009.

Company/Organization

Signature

Printed Signature

Title

Please return Order Form, Mailing Label Agreement, payment and sample materials unless otherwise instructed to:
Beneva Hansen, Colorado Bar Assn., 1900 Grant St., Ste. 900, Denver, CO 80203, Fax: (303) 861-5274.