



THE 22ND ANNUAL

National Black Pre-Law  
Conference & Law Fair

# Attendee Sponsorship Guide

A step-by-step playbook for funding your trip to Cambridge & Boston  
and making every dollar count.

**November 12-14, 2026**

Cambridge & Boston, MA | Sponsored FREE tickets available

Open to all. Welcoming to everyone.

**[blackprelawconference.org](https://blackprelawconference.org)**

[@blackprelawconf](https://twitter.com/blackprelawconf) · [#BlackPreLawConference](https://twitter.com/BlackPreLawConference)



# Don't ask "Can I?" Ask "How can I?"

If you do not have the personal funds to make this trip, you are not alone, and you are not out of options. Schools, organizations, lawyers, and people who believe in you may be willing to invest in your preparation. This guide helps you make a clear request, build a realistic budget, and follow through with gratitude.

## YOUR WEEKEND AT A GLANCE

### Thu | Nov 12

Boston-area law school tours.  
Check the Hub for signups and arrival instructions.

### Fri | Nov 13

Harvard Law School morning experience; sessions and Law Fair at Harvard Graduate School of Education.

### Sat | Nov 14

Conference sessions and activities at Boston University School of Law.

Schedule, venues, and optional activities remain subject to confirmation and capacity. Consult the current schedule before booking.

## WHAT YOUR SPONSORS ARE INVESTING IN

- Law school admissions strategy
- Financial aid and scholarship knowledge
- LSAT/GRE and bar exam insights
- Conversations with law school recruiters
- Mentorship from law students and lawyers
- A national community of aspiring lawyers



**Open to all. Welcoming to everyone.**



# Step One: Register

Choose the ticket that fits your circumstances. Registration comes before Hub access.

## Sponsored FREE General Admission Tickets Available

If the registration fee would create a financial hardship, select a sponsored free ticket. It includes the full educational program. The process is based on the honor system.

**Standard General Admission:** \$19.99 before Eventbrite fees. VIP and Platinum upgrades are optional. Choose a sponsored free ticket if you need one; upgrades are not required for the full educational program.

### THREE STEPS TO GET STARTED

#### 1 Choose your ticket

Visit the official website and follow its registration link to Eventbrite. Select sponsored free admission if needed.



Registration & tickets

#### 2 Save confirmation

Keep your Eventbrite confirmation and use the same email when following the Hub access instructions.

#### 3 Join the Hub

Use the registration instructions to access the schedule, guides, updates, and activity signups.



blackprelawhub.app

**Plan for your own travel costs.** This guide helps attendees seek support from their own sponsors. Conference organizers do not reimburse attendee travel or lodging.

Saturday lunch is included at every registration level. Budget for other meals and for travel, lodging, and local transportation.



# Your Sponsorship Game Plan

Start now. Work on several steps at once, and track each request and response.

## 1 Build your budget

Use page 7. Confirm your arrival date, room nights, and the full amount you need.

## 2 Start with your school

Ask your pre-law advisor, student affairs office, career center, and student government.

## 3 Ask your organizations

Try alumni groups, a pre-law society, Black Student Union, Greek organizations, or your faith community.

## 4 Connect with the legal community

Reach out to local Black bar associations, law firms, attorneys, and community businesses.

## 5 Invite your circle

Ask family, friends, mentors, or your employer. Page 6 includes sample messages.

## 6 Thank and follow through

Offer a realistic way to share what you learn. Thank every supporter and report back.

### A PRACTICAL COUNTDOWN

#### Start now

Register, draft your budget, and make your first requests.

#### This week

Get quotes. Reserve suitable options as funds and plans allow.

#### Next 1-2 weeks

Follow up, confirm payment timing, and close any funding gap.

#### Before departure

Reconfirm travel, lodging, activity signups, and receipts to keep.

**Book as early as your funding and plans allow.** Check cancellation terms. Follow up politely after 5-7 business days, and respect each person's decision. Small contributions add up.



# Make the Ask and Give Back

Sponsors invest in your potential. Explain how their support will help you prepare for law school and share what you learn with others.

## THE 30-SECOND ASK

“Hi [Name], I’m [Your Name], a [student / graduate / working professional] preparing for law school. I’m raising funds to attend the 22nd Annual National Black Pre-Law Conference & Law Fair in Cambridge and Boston, November 12-14. My trip costs \$[total], and I’ve secured \$[amount]. Would you consider contributing \$[ask], or any amount? I’ll share what I learn and send you an update afterward.”

## WAYS TO SHARE THE BENEFIT

### Campus or community talk

Share lessons with people who could not attend.

### Written report

Summarize takeaways and agreed expenses.

### Public thanks

Recognize a sponsor only with permission.

### Peer mentoring

Share useful resources with other aspiring lawyers.

### Volunteer service

Offer only time and tasks you can realistically deliver.

### Personal thank-you

Send a thoughtful note and an appropriate photo.

## MAKE THE REQUEST CLEAR

- Name a specific amount and welcome any contribution.
- Explain your goal and the funding you have already secured.
- Offer a realistic follow-up, then thank supporters promptly.

**Agree on payment before funds are sent.** If you have a school or student organization account, confirm its approved payee and process. If you are unaffiliated, ask whether the sponsor can pay a hotel or travel provider directly, or use another agreed payment method. Confirm the amount, recipient, and timing in writing.



# Asking Family and Friends

Be personal, be specific, and make it easy for people to support your preparation.

## Start with a conversation

Talk with your closest supporters before posting a public request.

## Make giving easy

Offer one agreed way to contribute. Small gifts help.

## Share your progress

Post honest updates as you get closer to your goal.

## Be specific

Explain the event, dates, total budget, and remaining funding gap.

## Ask your community

Ask a group leader about an announcement or a shared request.

## Thank everyone

Thank each person privately. Ask before naming them publicly.

### SAMPLE TEXT MESSAGE

"Hi [Name]! I'm planning to attend the National Black Pre-Law Conference & Law Fair in Cambridge and Boston, November 12-14. I'm [a student / a graduate / a working professional] preparing for law school. I [have registered / plan to register] with a sponsored free ticket and need \$[amount] for travel and lodging. I've secured \$[amount] so far. Could you help with \$[ask], or any amount? Thank you for considering it."

### SAMPLE SOCIAL POST

I'm preparing for law school and raising funds to attend the 22nd Annual National Black Pre-Law Conference & Law Fair in Cambridge and Boston! My travel goal is \$[amount], and I've secured \$[amount]. I'm using a sponsored free ticket so I can focus on getting there. Contributions of any size help: [your giving link]. I'll share what I learn afterward.  
#BlackPreLawConference

Adapt the ticket language to your actual registration. If you use crowdfunding, check platform fees and withdrawal timing before setting your goal.



# Build Your Trip Budget

Use current quotes. Count every travel day and hotel night before asking for support.

## WHAT IT COSTS

## ESTIMATE

|                                        |                 |
|----------------------------------------|-----------------|
| Registration / optional upgrade + fees | \$ _____        |
| Round-trip travel + baggage            | \$ _____        |
| Lodging: ____ rooms x ____ nights      | \$ _____        |
| Hotel taxes and other required fees    | \$ _____        |
| Local transit, parking, gas and tolls  | \$ _____        |
| Meals not provided with registration   | \$ _____        |
| Printing and other essentials          | \$ _____        |
| Contingency reserve                    | \$ _____        |
| <b>TOTAL TRIP COST</b>                 | <b>\$ _____</b> |

**Your funding gap = total trip cost - funds secured.**

My contribution \$\_\_\_\_ | School / organizations \$\_\_\_\_ | Other sponsors \$\_\_\_\_

Family / friends \$\_\_\_\_ | Fundraisers \$\_\_\_\_ | Remaining gap \$\_\_\_\_

## ILLUSTRATIVE GROUP BUDGET | 10 ATTENDEES

Wednesday-Sunday travel; 3 rooms for 4 nights. All figures below are planning examples, not quotes or guaranteed rates.

|                                              |                            |
|----------------------------------------------|----------------------------|
| Rental van, 5 days; insurance and taxes      | <b>\$750</b>               |
| Round-trip gas and tolls                     | <b>\$250</b>               |
| Hotel: 3 rooms x 4 nights x \$219            | <b>\$2,628 + hotel tax</b> |
| Parking allowance / local transit            | <b>\$240 / \$250</b>       |
| Meals not provided: \$100 per attendee       | <b>\$1,000</b>             |
| Contingency reserve / sponsored registration | <b>\$300 / \$0</b>         |

**Planning total: \$5,418 + hotel taxes | About \$542 per attendee + taxes**

Confirm vehicle capacity, driver eligibility, room occupancy, and school travel rules. Add paid tickets or upgrades if selected. Plan separately for refundable deposits or card holds.



# Get the Money in Time

A pledge is not cash in hand. Plan for when money arrives, not just how much.

## Ask how it will be paid

Confirm whether support is an advance, direct vendor payment, or later reimbursement.

## Ask for direct booking

A sponsor or school may be able to book approved travel or lodging directly.

## Know the deadlines

Ask about approval, payment, cancellation, and receipt deadlines.

## Choose flexible options

Check cancellation terms while plans and funding are still being confirmed.

## Keep every receipt

Save itemized receipts and track expenses against your budget.

## Plan for temporary holds

Hotel deposits and card holds can reduce available funds even if later released.

### ILLUSTRATIVE INDIVIDUAL BUDGET

One attendee flying in and sharing a \$219 room equally. Wednesday arrival may be needed for Thursday morning tours.

| Expense                               | 3 nights        | 4 nights     |
|---------------------------------------|-----------------|--------------|
| Round-trip economy flight             | \$300           | \$300        |
| Airport transfers and local transit   | \$40            | \$40         |
| Half of room cost, before hotel taxes | \$328.50        | \$438        |
| Meals outside included Saturday lunch | \$75            | \$100        |
| Baggage / other travel fees allowance | \$25            | \$25         |
| Contingency reserve                   | \$75            | \$75         |
| Sponsored free registration           | \$0             | \$0          |
| <b>TOTAL + HOTEL TAXES</b>            | <b>\$843.50</b> | <b>\$978</b> |

**Choose the right dates.** Three nights means Thursday-Saturday; four means Wednesday-Saturday. The published Thursday tour gathering begins at 8:30 a.m. Check the latest schedule before booking. Add any selected paid ticket or upgrade and actual fees.



# Stretch Every Dollar

Plan for a comfortable, practical trip that supports your goals and stays within your means.

---

## Compare options early

Check total prices and cancellation terms as soon as plans and funding allow.

---

## Look beyond airfare

Include baggage, seat fees, airport transfers, and arrival times.

---

## Stay near public transit

Compare the full commute to Harvard and Boston University with the nightly rate.

---

## Choose suitable lodging

Check location, accessibility needs, reviews, occupancy rules, and all required fees.

---

## Consider bus or rail

Compare routes, travel time, luggage rules, and your actual arrival station.

---

## Share a room thoughtfully

Agree on occupants, costs, payment timing, and cancellation responsibilities.

---

## Compare the full driving cost

Include fuel, tolls, parking, rental fees, and driver requirements.

---

## Budget for meals

Saturday lunch is included at every tier. Plan for other meals and snacks.

## EARN PART OF YOUR TRAVEL BUDGET

Tutoring | Babysitting | Pet sitting | Bake sales  
Car washes | Organizing and cleaning | Yard work | T-shirt sales



## An investment in your preparation.

Financial barriers are real. Start with one practical step, ask for support, and keep building a plan that works for you.



# Sample Letter: Student Group

Replace every bracketed item. Attach your completed budget from page 7.

[Your Name], [Title] | [School or Organization]

[Email] | [Phone]

[Date]

Dear [Title and Last Name]:

I am writing on behalf of [number] aspiring lawyers at [School or Organization]. We respectfully request support so our group can attend the **22nd Annual National Black Pre-Law Conference & Law Fair, November 12-14, 2026, in Cambridge and Boston, Massachusetts.**

Our group plans to participate in law school tours, conference programming at Harvard Graduate School of Education and Boston University School of Law, and Friday's Law Fair. We will learn from law students, attorneys, and admissions representatives about preparation, financial aid, and legal careers. Optional activities require any applicable advance signup and remain subject to availability.

We plan to use sponsored free General Admission tickets, available when the registration fee presents a financial hardship. Our attached budget totals **\$(total)** for travel, lodging, taxes, local transportation, and meals outside those included with registration. Saturday lunch is provided. [Explain any paid registration costs included in your budget.]

We have secured **\$(amount)** from [sources], leaving a gap of **\$(gap)**. Would [Firm/Organization] consider contributing **\$(ask)**, or any amount? Our approved payment recipient is [School/Organization and payment instructions]. Direct payment to an approved travel or lodging provider may also be possible.

Afterward, we will [give a campus or community presentation / share a written report] and provide agreed receipts. We will recognize your support publicly only with your permission.

Thank you for considering an investment in our preparation. I would welcome a conversation at [phone] or [email].

Sincerely,

[Signature]

[Name], [Title]

**Enclosure:** Trip budget



# Sample Letter: Individual

For students, graduates, working professionals, and career changers.

[Your Name] | [Email] | [Phone]  
[Date]

Dear [Title and Last Name]:

My name is [Your Name], and I am [your current role or educational background] preparing for law school. I am seeking support to attend the **22nd Annual National Black Pre-Law Conference & Law Fair, November 12-14, 2026, in Cambridge and Boston, Massachusetts.**

I plan to meet law school representatives at Friday's Law Fair, learn about admissions and financial aid, and connect with law students and lawyers. [Add one sentence explaining why this experience matters to your goals.]

I plan to use a sponsored free General Admission ticket because the registration fee would create a financial hardship. My attached budget totals **\$[total]** for travel, lodging, taxes, local transportation, and meals outside those provided. Saturday lunch is included. [Revise this paragraph if using a paid ticket.]

I am contributing \$[amount] and have secured \$[amount] from [other sources], leaving \$[gap]. Would you consider contributing **\$[ask]**, or any amount? [Insert agreed payee and payment instructions, or offer direct payment to a hotel or travel provider.]

After the conference, I will [share resources with other aspiring lawyers / send a short report and photos] and provide any agreed receipts. Thank you for considering this investment in my preparation. I can be reached at [phone] or [email].

Sincerely,  
[Signature]  
[Your Name]

**Enclosure:** Trip budget

**Adapt your introduction:** "a senior studying [major] at [School]"; "a graduate of [School] preparing to apply to law school"; or "a [profession] pursuing a transition into law." You do not need a current school affiliation to use this template.



# After the Conference

Following through strengthens relationships and supports future requests. Share your progress, gratitude, and next steps.

## YOUR FOLLOW-UP TIMELINE

| Within 48 hours                                     | Within 2 weeks                                      | Within a month                                                        | Keep in touch                                             |
|-----------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------|
| Send a personal thank-you and an appropriate photo. | Send your thank-you and report letter. See page 13. | Deliver the presentation, resources, or other follow-up you promised. | Share relevant updates as your law school plans progress. |

## WHAT TO PUT IN YOUR REPORT

- What the support paid for
- Your most useful lesson
- Two or three appropriate photos
- Schools and representatives you met
- Your next step toward law school
- Receipts, as agreed with the sponsor

## PHOTOS WORTH TAKING



At the Law Fair, speaking with recruiters.



On campus, with your group or fellow attendees.



Sessions and speakers, where photography is allowed.

**Photo etiquette:** Ask before photographing people up close. Obtain permission before publicly naming, tagging, or posting others, including your sponsors.



# Sample Thank-You and Report Letter

Send within two weeks. Replace every bracketed item and attach your own photos.

[Your Name] | [School, organization, or current role, if applicable]

[Email] | [Phone]

[Date]

Dear [Title and Last Name]:

Thank you for supporting my attendance at the **22nd Annual National Black Pre-Law Conference & Law Fair in Cambridge and Boston, November 12-14, 2026**. Your contribution of \$[amount] helped cover [specific expenses]. I appreciate your investment in my preparation.

Here is what your support made possible. I [describe the tours, sessions, or activities you actually attended]. At the Law Fair, I spoke with representatives from [schools]. My most useful takeaway was [specific lesson].

My next step is [a concrete action, such as revising my law school list, beginning a study plan, or scheduling an advising appointment]. As promised, I [completed / will complete by date] [your agreed presentation, report, resource sharing, or other follow-up].

I have included [photos and/or agreed receipts]. [If the amount received or spent changed, explain the difference and propose a plan to discuss with your sponsor.]

Thank you again for supporting my goals. I look forward to keeping you informed as I prepare for law school.

Sincerely,

[Signature]

[Your Name]



At the Law Fair



With fellow attendees



In a panel session



## Before you go

- ☐ Registration confirmed;  
Registrant Hub joined
- ☐ Budget written and shared with sponsors
- ☐ Letters sent and followed up
- ☐ Travel and lodging booked
- ☐ Résumés printed; professional attire  
packed
- ☐ Follow-up plan for every sponsor (page  
12)



## Questions?

For help with sponsorship or group attendance, contact the conference team. Connect with fellow attendees about room sharing in the attendee Hub.

### EMAIL

[info@blackprelawconference.org](mailto:info@blackprelawconference.org)

### WEB

[blackprelawconference.org](http://blackprelawconference.org)

### ATTENDEE HUB

[blackprelawhub.app](http://blackprelawhub.app)

### SOCIAL

[@blackprelawconf](https://twitter.com/blackprelawconf)

[#BlackPreLawConference](https://twitter.com/BlackPreLawConference)



## The 22nd Annual National Black Pre-Law Conference & Law Fair

November 12-14, 2026 | Cambridge & Boston, Massachusetts

The nation's largest and longest-running pre-law conference centering the stories, perspectives, and lived experiences of current and aspiring Black lawyers.

Open to all. Welcoming to everyone.