

**NEW JERSEY JUDICIARY CONFERENCE PRICE SHEET (ATTACHMENT 3)**

<b>VENUE NAME</b>		<b>REGION</b>	<b>STATEWIDE</b>	<b>EVENT NOTES</b>
<b>FEDERAL TAX ID NO OR EIN</b>		<b>VENUE CONTACT</b>		
<b>EVENT NAME</b>	FACULTY DEVELOPMENT - PART 2	<b>VENUE CONTACT PHONE</b>		
<b>DATE OF EVENT</b>	AUGUST 27-28, 2025 (SET UP AUGUST 26, 2025)	<b>VENUE CONTACT EMAIL</b>		
<b>ORGANIZATION</b>	JUDICIAL EDUCATION	<b>NJSTART VENDOR NO</b>		

**MEETING ROOMS**

REFERENCE RFQ SECTION 4.1			SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
			Tuesday, August 26, 2025		Wednesday, August 27, 2025		Thursday, August 28, 2025		<b>VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY</b>	
FUNCTION TYPE	PREFERRED SETUP	# OF GUESTS	EACH	RATE	EACH	RATE	EACH	RATE	MEETING ROOM NOTES (INCLUDE PROPOSED MEETING ROOM NAMES/CAPACITY TAKING INTO ACCOUNT RFQ SECTION 4.3.1 AV STANDARD REQUIREMENTS)	
GENERAL SESSION	CLASSROOM	40	1		1		1		GENERAL SESSION AND MEALS ROOM MUST BE SEPARATE ROOMS	
MEALS ROOM	ROUNDS	40	1		1		1			
REGISTRATION/LOBBY	REGISTRATION/ 3 6' TABLES	4	1		1		1			
BREAK OUT ROOM 1	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 2	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 3	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 4	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 5	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 6	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 7	CONFERENCE	5	1		1		1			
BREAK OUT ROOM 8	CONFERENCE	5	1		1		1			
PREP ROOM			1		1		1			
STAFF OFFICE	CONFERENCE	10	1		1		1			
<b>MEETING ROOM SUBTOTAL</b>									<b>TOTAL</b>	
<b>SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)</b>			% \$		% \$		% \$			
<b>MEETING ROOM TOTAL</b>										

**BANQUET CHARGES**

REFERENCE RFQ SECTION 4.2			SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
			Tuesday, August 26, 2025		Wednesday, August 27, 2025		Thursday, August 28, 2025		<b>VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY</b>	
MEAL	TYPE		EACH	RATE	EACH	RATE	EACH	RATE	MENU NOTES	
BREAKFAST	BREAKFAST - HOT BUFFET				40		40		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BEVERAGES ONLY	ALL DAY REFRESH				40		40		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	LUNCH - HOT BUFFET				40		40		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	

BREAK	P.M.BREAK SNACK			40		40		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BANQUET CHARGES SUBTOTAL								TOTAL	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)								% \$ % \$	
BANQUET CHARGES TOTAL									
<b>LODGING CHARGES</b>									
REFERENCE RFQ SECTION 4.5		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		Tuesday, August 26, 2025		Wednesday, August 27, 2025		Thursday, August 28, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
LODGING	TYPE	EACH	RATE	EACH	RATE	EACH	RATE	LODGING NOTES	
SINGLE OCCUPANY	EPO	10		10				NOT TO BE INCLUDED IN TOTALS	
SINGLE OCCUPANY	MASTER BILL	30		30					
SINGLE OCCUPANY	LATE CHECK-OUT					4			
LODGING CHARGES SUBTOTAL								TOTAL	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)								% \$ % \$ % \$	
LODGING CHARGES TOTAL									
<b>AV CHARGES</b>									
REFERENCE RFQ SECTION 4.3		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		Tuesday, August 26, 2025		Wednesday, August 27, 2025		Thursday, August 28, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
TYPE OF EQUIPMENT	FULL/HALF DAY	EACH	RATE	EACH	RATE	EACH	RATE	AV NOTES	
ALL CABLES, CONNECTORS, POWER STRIPS AND EXTENSION CORDS ESSENTIAL TO OPERATE ALL AV EQUIPMENT	FULL			1		1		SUBMIT PRICE QUOTE FOR ALL CABLES, CONNECTORS, POWER CORDS, STRIPS AND EXTENSION CORDS TO ACCOMMODATE ALL AV. EQUIPMENT INCLUSVIE OF HOTEL PROVIDED AV, CUSTOMER AV (PROJECTORS, LAPTOPS, ETC...) AS WELL AS ATTENDEES LAPTOPS IN MEETING SPACE AND REGISTRATION AREAS.	
27" (OR LARGER) SCREEN DISPLAY AND/OR MONITOR	FULL			1		1		SCREEN REQUIRED FOR ALL BREAKOUT ROOMS AND GENERAL SESSION ROOM	
WIRELESS LAVALIER MICROPHONE	FULL			1		1			
HANDHELD MICROPHONE	FULL			2		2			
WIFI	FULL			40		40		WIFI FOR ALL ATTENDEES (PLEASE NOTE, ALL ATTENDEES HAVE MULTIPLE DEVICES THAT WILL BE CONNECTED)	
LAPSOUND/SOUND PATCH	FULL			1		1			
STANDING LECTERN WITH MICROPHONE	FULL			1		1		MUST BE STANDING - CAN NOT BE DESK TOP	
ALL INCLUSIVE AV QUOTE FROM OUTSIDE VENDOR WITH QUOTE ATTACHED	FULL							ATTACH SEPARATE ALL INCLUSIVE QUOTE	
AV CHARGES SUBTOTAL								TOTAL	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)								% \$ % \$	
AV CHARGES TOTAL									
***** ALL INCLUSIVE AV ITEMS **** ADD ATTACHED AV QUOTE *****									

OTHER CHARGES										
REFERENCE RFQ SECTION 4.4		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES	
		Tuesday, August 26, 2025		Wednesday, August 27, 2025		Thursday, August 28, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY		
MISCELLANEOUS	DESCRIPTION	EACH	RATE	EACH	RATE	EACH	RATE	OTHER CHARGES NOTES		
SELF-PARKING	OVERNIGHT	40		40				THERE MAY BE ANCILLARY NEED FOR GROUND TRANSPORTATION FOR PRESENTERS FROM NY/NJ - PLEASE ADVISE IF AVAILABLE		
SELF-PARKING	DAILY					40				
OTHER CHARGES SUBTOTAL								TOTAL		
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)		%	\$	%	\$	%	\$			
OTHER CHARGES SUBTOTAL										
* Use "No Bid" to indicate services or equipment are not available										
* Use "\$0.00" to indicate service or equipment is available free of charge										
* Any other requirement or notes not covered in the above should be included below in "HOTEL NOTES:" or on a separate sheet and indicated as such below in "HOTEL NOTES:"										
* NJ Judiciary is exempt from all taxes - no taxes to be included in pricing										
JUDICIARY NOTES:							TOTAL EVENT		\$	-
HOTEL NOTES:										