

NEW JERSEY JUDICIARY CONFERENCE PRICE SHEET (ATTACHMENT 3)											
VENUE NAME					REGION		STATEWIDE			EVENT NOTES	
FEDERAL TAX ID NO OR EIN					VENUE CONTACT						
EVENT NAME		FACULTY DEVELOPMENT - PART 2			VENUE CONTACT PHONE						
DATE OF EVENT		AUGUST 27-28, 2025 (SET UP AUGUST 26, 2025)			VENUE CONTACT EMAIL						
ORGANIZATION		JUDICIAL EDUCATION			NJSTART VENDOR NO						
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		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
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				
MEETING ROOM SUBTOTAL									TOTAL		
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)			% \$		% \$		% \$				
MEETING ROOM TOTAL											
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		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
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.	

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:									