

NEW JERSEY JUDICIARY CONFERENCE PRICE SHEET: JUDAOC-26-05

VENUE NAME		REGION	STATEWIDE				EVENT NOTES	
FEDERAL TAX ID NO OR EIN		VENUE CONTACT						
EVENT NAME	New Judge Orientation - General JUDAOC-26-05	VENUE CONTACT PHONE						
DATE OF EVENT	SEPTEMBER 16 - 19, 2025 (SET UP SEPTEMBER 15, 2025)	VENUE CONTACT EMAIL						
ORGANIZATION	JUDICIAL EDUCATION	NJSTART VENDOR NO						

REFERENCE RFQ SECTION 4.1			MEETING ROOMS										JUDICIARY NOTES	HOTEL NOTES
FUNCTION TYPE	PREFERRED SETUP	# OF GUESTS	SETUP DAY		DAY ONE		DAY TWO		DAY THREE		DAY FOUR		JUDICIARY NOTES (INCLUDE PROPOSED MEETING ROOM NAMES/CAPACITY TAKING INTO ACCOUNT RFQ SECTION 4.3.1 AV STANDARD REQUIREMENTS)	HOTEL NOTES
			Monday, September 15, 2025	Tuesday, September 16, 2025	Wednesday, September 17, 2025	Thursday, September 18, 2025	Friday, September 19, 2025	EACH	RATE	EACH	RATE	EACH		
GENERAL SESSION	ROUNDS	75	1	1	1	1	1	1	1	1	1	1	GENERAL SESSION AND MEALS ROOM MUST BE SEPARATE ROOMS	
MEALS ROOM	ROUNDS	75	1	1	1	1	1	1	1	1	1	1		
REGISTRATION/LOBBY	REGISTRATION/4 6' TABLES	4	1	1	1	1	1	1	1	1	1	1		
BREAK OUT ROOM 1	CLASSROOM OR PODS	75	1	1	1	1	1	1	1	1	1	1		
PHOTO ROOM	PER RFQ SECTION 4.1	5	1	1	1	1	1	1	1	1	1	1	CAN BE GUEST ROOM CONVERTED	
STAFF OFFICE	CONFERENCE	10	1	1	1	1	1	1	1	1	1	1		
LACTATION ROOM	CONFERENCE	2	1	1	1	1	1	1	1	1	1	1	CAN BE GUEST ROOM CONVERTED	
PRAYER ROOM	CONFERENCE	5	1	1	1	1	1	1	1	1	1	1	CAN BE GUEST ROOM CONVERTED	
MEETING ROOM SUBTOTAL													TOTAL MEETING SPACE CHARGES:	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)			% \$	% \$	% \$	% \$	% \$	% \$	% \$	% \$	% \$	% \$		
MEETING ROOM TOTAL														

REFERENCE RFQ SECTION 4.2			BANQUET CHARGES										JUDICIARY NOTES	HOTEL NOTES
MEAL	TYPE		SETUP DAY		DAY ONE		DAY TWO		DAY THREE		DAY FOUR		JUDICIARY NOTES	HOTEL NOTES
			Monday, September 15, 2025	Tuesday, September 16, 2025	Wednesday, September 17, 2025	Thursday, September 18, 2025	Friday, September 19, 2025	EACH	RATE	EACH	RATE	EACH		
BREAKFAST	BREAKFAST - CONTINENTAL			75									Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAKFAST	BREAKFAST - HOT BUFFET					75		75		75		75	Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BEVERAGES ONLY	ALL DAY REFRESH			75		75		75		75		75	Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	LUNCH - HOT BUFFET			75				75					Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	LUNCH - MIX 1 HOT BUFFET AND 2 GOURMET SANDWICHES					75						75	Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	LUNCH - ALT MEAL OPTIONS NEEDED			3		3		3		3		3	HALAL	
LUNCH	LUNCH - ALT MEAL OPTIONS NEEDED			3		3		3		3		3	KOSHER	
BREAK	P.M.BREAK SNACK			75		75		75		75		75	Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
DINNER	DINNER - HOT BUFFET			75									Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
DINNER	DINNER - ALT MEAL OPTIONS NEEDED			3									HALAL	
DINNER	DINNER - ALT MEAL OPTIONS NEEDED			3									KOSHER	
BANQUET CHARGES SUBTOTAL													TOTAL	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)				% \$		% \$		% \$		% \$		% \$		
BANQUET CHARGES TOTAL														

**ATTACHMENT 3
LODGING CHARGES**

REFERENCE RFQ SECTION 4.5		SETUP DAY		DAY ONE		DAY TWO		DAY THREE		DAY FOUR		JUDICIARY NOTES	HOTEL NOTES
		Monday, September 15, 2025		Tuesday, September 16, 2025		Wednesday, September 17, 2025		Thursday, September 18, 2025		Friday, September 19, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
LODGING	TYPE	EACH	RATE	EACH	RATE	EACH	RATE	EACH	RATE	EACH	RATE	LODGING NOTES	
SINGLE OCCUPANY	EPO	10		15		15		15				NOT TO BE INCLUDED IN TOTALS	
SINGLE OCCUPANY	MASTER BILL	30		30		30		30					
SINGLE OCCUPANY	LATE CHECK-OUT									20			
LODGING CHARGES SUBTOTAL												TOTAL BANQUET CHARGES:	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)		%	\$	%	\$					%	\$		
LODGING CHARGES TOTAL													

AV CHARGES

REFERENCE RFQ SECTION 4.3		SETUP DAY		DAY ONE		DAY TWO		DAY THREE		DAY FOUR		JUDICIARY NOTES	HOTEL NOTES
		Monday, September 15, 2025		Tuesday, September 16, 2025		Wednesday, September 17, 2025		Thursday, September 18, 2025		Friday, September 19, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
TYPE OF EQUIPMENT	FULL/HALF DAY	EACH	RATE	EACH	RATE	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		1		1		SUBMIT PRICE QUOTE FOR ALL CABLES, CONNECTORS, POWER CORDS, STRIPS AND EXTENSION CORDS TO ACCOMMODATE ALL AV EQUIPMENT INCLUSIVE 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			2		2		2		2		SCREEN REQUIRED FOR ALL BREAKOUT ROOMS AND GENERAL SESSION ROOM	
LCD PROJECTOR	FULL			1		1		1		1		REQUEST FOR ONE LCD PROJECTOR EACH DAY TO BE USED IN GENERAL SESSION ROOM, USED FOR LARGER SCREEN AND TYPICALLY MOUNTED IN ROOM.	
WIRELESS LAVALIER MICROPHONE	FULL			1		1		1		1			
HANDHELD MICROPHONE	FULL			2		2		2		2			
WIRED MICROPHONE	FULL			1		1		1		1			
HARDWIRED INTERNET	FULL			1		1		1		1			
WIFI	FULL			75		75		75		75		WIFI FOR ALL ATTENDEES (PLEASE NOTE, ALL ATTENDEES HAVE MULTIPLE DEVICES THAT WILL BE CONNECTED)	
LAPSOUND/SOUND PATCH	FULL			1		1		1		1		MUST BE STANDING - CAN NOT BE DESK TOP	
STANDING LECTERN WITH MICROPHONE	FULL			1		1		1		1			
ALL INCLUSIVE AV QUOTE FROM OUTSIDE VENDOR WITH QUOTE ATTACHED	FULL											ATTACH SEPARATE ALL INCLUSIVE QUOTE	
AV CHARGES SUBTOTAL												TOTAL AV CHARGES:	
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		DAY THREE		DAY FOUR		JUDICIARY NOTES	HOTEL NOTES
		Monday, September 15, 2025		Tuesday, September 16, 2025		Wednesday, September 17, 2025		Thursday, September 18, 2025		Friday, September 19, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
MISCELLANEOUS	DESCRIPTION	EACH	RATE	EACH	RATE	EACH	RATE	EACH	RATE	EACH	RATE	OTHER CHARGES NOTES	
SELF-PARKING	OVERNIGHT	40		45		45		45					
SELF-PARKING	DAILY			35		35		35		75			
OTHER CHARGES SUBTOTAL												TOTAL OTHER CHARGES:	
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:			