

NEW JERSEY JUDICIARY CONFERENCE PRICE SHEET -JUDAOC-26-18

VENUE NAME			REGION	STATEWIDE			EVENT NOTES			
FEDERAL TAX ID NO OR EIN			VENUE CONTACT				<p>DATES ARE FIRM MUST BE RESPONDED TO WITH JUDAOC-26-17 AS BOTH EVENTS ARE TO BE AWARDED TO THE SAME VENUE HEAD TABLE & LECTERN FOR EACH BREAK OUT ROOM ENSURE THE PROPOSED MEETING SPACE AREA SHALL BE USED EXCLUSIVELY BY THE JUDICIARY AND SHALL NOT BE SHARED WITH ANY OTHER ORGANIZATION OR GROUP</p>			
EVENT NAME	2026 Criminal Division Education Conference JUDAOC-26-18		VENUE CONTACT PHONE							
DATE OF EVENT	APRIL 29-30, 2026 (SET-UP APRIL 28, 2026)		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, April 28, 2026		Wednesday, April 29, 2026		Thursday, April 30, 2026		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	ROUNDS	250			1		1		GENERAL SESSION CAN BE REUSED AS MEALS ROOM BUT NOT AS BREAKOUT ROOMS	
MEALS ROOM	ROUNDS	225			1		1			
LOBBY	REGISTRATION/ 5'6" TABLES				1		1			
BREAK OUT ROOM 1	CLASSROOM/THEATER	100			1		1			
BREAK OUT ROOM 2	CLASSROOM/THEATER	150			1		1			
BREAK OUT ROOM 3	CLASSROOM/THEATER	75			1		1			
BREAK OUT ROOM 4	CLASSROOM/THEATER	50			1		1			
BREAK OUT ROOM 5	CLASSROOM/THEATER	35			1		1			
BREAK OUT ROOM 6	CLASSROOM/THEATER	40			1		1			
BREAK OUT ROOM 7	CLASSROOM/THEATER	70			1		1			
BREAK OUT ROOM 8	CLASSROOM/THEATER	25			1		1			
BREAK OUT ROOM 9	CONFERENCE	10			1		1			
STAFF OFFICE	ROUNDS	25			1		1			
EMERGENT DUTY ROOM	CONFERENCE				1		1		CAN BE GUEST ROOM CONVERTED	
EMERGENT DUTY ROOM	CONFERENCE				1		1		CAN BE GUEST ROOM CONVERTED	
EMERGENT DUTY ROOM	CONFERENCE				1		1		CAN BE GUEST ROOM CONVERTED	
EMERGENT DUTY ROOM	CONFERENCE				1		1		CAN BE GUEST ROOM CONVERTED	
MEETING ROOM SUBTOTAL									TOTALS MEETING SPACE CHARGES:	
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
MEAL	TYPE	EACH	RATE	EACH	RATE	EACH	RATE	MENU NOTES	
BREAKFAST	BREAKFAST - CONTINENTAL			225				Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAKFAST	HOT BREAKFAST					225		Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAKFAST	STAFF MEALS ROOM			25		25		Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	3 ENTREES- HOT BUFFET			225		225		Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	STAFF MEALS ROOM			25		25		Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	HALAL OPTION			4		4		Kosher, Halal, and Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	KOSHER OPTION			4		4		Kosher, Halal, and Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAK	P.M.BREAK SNACK AND BEVERAGE			225		225		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAK	STAFF MEALS ROOM			25		25		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
ALL DAY BEVERAGE	ALL DAY BEVERAGE			250		250		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BANQUET CHARGES SUBTOTAL								TOTAL BANQUET CHARGES:	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)				% \$		% \$		\$	
BANQUET CHARGES TOTAL									

LODGING CHARGES									
REFERENCE RFQ SECTION 4.5		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
LODGING	TYPE	EACH	RATE	EACH	RATE	EACH	RATE	LODGING NOTES	
SINGLE OCCUPANY	EPO	15		15				NOT TO BE INCLUDED IN TOTALS	
SINGLE OCCUPANY	MASTER BILL	55		150					
SINGLE OCCUPANY	LATE CHECK-OUT					15			
LODGING CHARGES SUBTOTAL								TOTAL LODGING 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		JUDICIARY NOTES	HOTEL NOTES
		Tuesday, April 28, 2026		Wednesday, April 29, 2026		Thursday, April 30, 2026		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 INCLUSIVIE 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			3		3		SCREEN REQUIRED FOR ALL BREAKOUT ROOMS AND GENERAL SESSION ROOM	
PROJECTOR SCREEN	FULL			10		10		SCREEN REQUIRED FOR ALL BREAKOUT ROOMS AND GENERAL SESSION ROOM	
LCD PROJECTOR	FULL			2		2		REQUEST FOR ONE-TWO LCD PROJECTOR EACH DAY TO BE USED IN GENERAL SESSION ROOM DEPENDING ON SETUP.	
AV CART	FULL			9		9			
WIRELESS LAVALIER MICROPHONE	FULL			5		5			
HANDHELD MICROPHONE	FULL			5		5			
WIRED MICROPHONE	FULL			10		10			
HARDWIRED INTERNET	FULL			4		4			
DEDICATED WIFI	FULL			250		250		WIFI FOR ALL ATTENDEES (PLEASE NOTE, ALL ATTENDEES HAVE MULTIPLE DEVICES THAT WILL BE CONNECTED)	
LAPSOUND/SOUND PATCH	FULL			9		9		MUST BE STANDING - CAN NOT BE DESK TOP	
STANDING LECTERN	FULL			9		9			
PIPE AND DRAPE	FULL			1		1		FOR GENERAL SESSION	

AV CHARGES (CONTINUED)									
REFERENCE RFQ SECTION 4.3		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		Tuesday, April 28, 2026		Wednesday, April 29, 2026		Thursday, April 30, 2026		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
TYPE OF EQUIPMENT	FULL/HALF DAY	EACH	RATE	EACH	RATE	EACH	RATE	AV NOTES	
CONFIDENCE MONITOR	FULL			1		1		FOR GENERAL SESSION	
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		JUDICIARY NOTES	HOTEL NOTES
		Tuesday, April 28, 2026		Wednesday, April 29, 2026		Thursday, April 30, 2026		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
MISCELLANEOUS	DESCRIPTION	EACH	RATE	EACH	RATE		RATE	OTHER CHARGES NOTES	
SELF-PARKING	OVERNIGHT	70		165				INCLUDES 30 ADDITIONAL PARKING SPACES PER DAY FOR SECURITY, FACULTY, ETC.	
SELF-PARKING	DAILY			115		280			
OTHER CHARGES SUBTOTAL								TOTAL OTHER CHARGES:	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)		% \$		% \$		% \$		\$	
OTHER CHARGES SUBTOTAL									
<p>* Use "No Bid" to indicate services or equipment are not available</p> <p>* Use "\$0.00" to indicate service or equipment is available free of charge</p> <p>* 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:"</p> <p>* NJ Judiciary is exempt from all taxes - no taxes to be included in pricing</p>									
JUDICIARY NOTES:	<p>PLEASE NOTE: Both the 2026 Criminal Division Education Conference (April 29-30, setup April 28) and the 2026 General Equity and Civil Education Conference (April 27-28, setup April 26) will be awarded to a single venue and held consecutively. To be considered, you must submit bids for both events. Additional breakout rooms other than what is stated above on price sheet may be needed depending on meeting space size, availability and final agenda.</p>							Event Total:	\$ -
HOTEL NOTES:									