

NEW JERSEY JUDICIARY CONFERENCE PRICE SHEET -JUDAOOC-26-10

VENUE NAME			REGION		STATEWIDE								EVENT NOTES	
FEDERAL TAX ID NO OR EIN			VENUE CONTACT											
EVENT NAME	Recovery Court Education Conference Probation Education Conference JUDAOOC-26-10		VENUE CONTACT PHONE											
DATE OF EVENT	RECOVERY COURT EDUCATION CONFERENCE - SEPTEMBER 24, 2025 (SET-UP SEPTEMBER 23, 2025) PROBATION EDUCATION CONFERENCE - SEPTEMBER 25- 26, 2025 (SET-UP SEPTEMBER 24, 2025)		VENUE CONTACT EMAIL											
ORGANIZATION	Recovery Court and Probation Education Conference		NJSTART VENDOR NO											
MEETING ROOMS														
REFERENCE RFQ SECTION 4.1			SETUP DAY		DAY ONE		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
			RECOVERY COURT		RECOVERY COURT		PROBATION		PROBATION		PROBATION			
			Tuesday, September 23, 2025		Wednesday, September 24, 2025		Wednesday, September 24, 2025		Thursday, September 25, 2025		Friday, September 26, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
FUNCTION TYPE	PREFERRED SETUP	# OF GUESTS	EACH	RATE	EACH	RATE	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	550	1		1								GENERAL SESSION CAN BE REUSED AS MEALS ROOM - BREAKOUT ROOMS MUST BE SEPARATE	
GENERAL SESSION	ROUNDS	300					1		1		1		GENERAL SESSION CAN BE REUSED AS MEALS ROOM AND BREAKOUT ROOMS	
MEALS ROOM	ROUNDS	550	1		1									
MEALS ROOM	ROUNDS	300					1		1		1			
REGISTRATION/LOBBY	REGISTRATION/4 6' TABLES	6	1		1								ADDITIONAL BREAK OUT ROOMS MAY BE NEEDED DEPENDING ON MEETING SPACE SIZE AVAILABILITY AND FINAL AGENDA FOR BOTH CONFERENCES BREAKOUT ROOM LOCATIONS CAN BE REUSED FROM RECOVERY COURT EDUCATION CONFERENCE TO PROBATION EDUCATION CONFERENCE - SEPARTED ON PRICE SHEET DUE TO DIFFERENT REQUESTED LAYOUTS PER EVENT	
BREAK OUT ROOM 1	PREFER CLASSROOM/THEATER OK	100	1		1									
BREAK OUT ROOM 2	PREFER CLASSROOM/THEATER OK	100	1		1									
BREAK OUT ROOM 3	PREFER CLASSROOM/THEATER OK	100	1		1									
BREAK OUT ROOM 4	PREFER CLASSROOM/THEATER OK	100	1		1									
BREAK OUT ROOM 5	PREFER CLASSROOM/THEATER OK	100	1		1									
BREAK OUT ROOM 6	PREFER CLASSROOM/THEATER OK	100	1		1		1		1		1			
BREAK OUT ROOM 7	ROUNDS	80	1		1		1		1		1			
BREAK OUT ROOM 8	PREFER CLASSROOM/THEATER OK	75					1		1		1			
BREAK OUT ROOM 9	PREFER CLASSROOM/THEATER OK	75					1		1		1			
BREAK OUT ROOM 10	PREFER CLASSROOM/THEATER OK	75					1		1		1			
BREAK OUT ROOM 11	PREFER CLASSROOM/THEATER OK	50					1		1		1			
BREAK OUT ROOM 12	PREFER CLASSROOM/THEATER OK	50					1		1		1			
STAFF OFFICE	ROUNDS	20	1		1		1		1		1			
LACTATION ROOM	CONFERENCE	2	1		1		1		1		1		CAN BE GUEST ROOM CONVERTED	
PRAYER ROOM	CONFERENCE	5	1		1		1		1		1		CAN BE GUEST ROOM CONVERTED	
MEETING ROOM SUBTOTAL													TOTALS MEETING SPACE CHARGES:	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)			%	\$	%	\$	%	\$	%	\$	%	\$	RECOVERY COURT	PROBATION
MEETING ROOM TOTAL													\$	\$

BANQUET CHARGES													
REFERENCE RFQ SECTION 4.2		SETUP DAY		DAY ONE		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		RECOVERY COURT		RECOVERY COURT		PROBATION		PROBATION		PROBATION			
		Tuesday, September 23, 2025		Wednesday, September 24, 2025		Wednesday, September 24, 2025		Thursday, September 25, 2025		Friday, September 26, 2025		VENUE BIDDERS: PLEASE FILL OUT BLUE FIELDS ONLY	
MEAL	TYPE	EACH	RATE	EACH	RATE	EACH	RATE	EACH	RATE	EACH	RATE	MENU NOTES	
BREAKFAST	BREAKFAST - HOT BUFFET			500				275		225		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAK	STAFF MEALS ROOM			20				20		20		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAK	A.M.BREAK SNACK AND BEVERAGE			500				275		225		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	LUNCH - HOT BUFFET			500				275		225		Gluten Free Options Clearly Marked. Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
LUNCH	LUNCH - ALT MEAL OPTIONS NEEDED			5				5		5		HALAL	
LUNCH	LUNCH - ALT MEAL OPTIONS NEEDED			5				5		5		KOSHER	
BREAK	STAFF MEALS ROOM			20				20		20		Individual bottled waters and soft drinks are required. Vendor must accommodate all dietary needs and selections.	
BREAK	P.M.BREAK SNACK AND BEVERAGE			500				275		225		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)				% \$				% \$		% \$		RECOVERY COURT	PROBATION
BANQUET CHARGES TOTAL												\$	\$
LODGING CHARGES													
REFERENCE RFQ SECTION 4.5		SETUP DAY		DAY ONE		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		RECOVERY COURT		RECOVERY COURT		PROBATION		PROBATION		PROBATION			
		Tuesday, September 23, 2025		Wednesday, September 24, 2025		Wednesday, September 24, 2025		Thursday, September 25, 2025		Friday, September 26, 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	20				10		15				NOT TO BE INCLUDED IN TOTALS	
SINGLE OCCUPANY	MASTER BILL	130				90		100					
SINGLE OCCUPANY	LATE CHECK-OUT			10						10			
LODGING CHARGES SUBTOTAL												TOTAL LODGING CHARGES	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)		% \$		% \$		% \$		% \$		% \$		RECOVERY COURT	PROBATION
LODGING CHARGES TOTAL												\$	\$

AV CHARGES													
REFERENCE RFQ SECTION 4.3		SETUP DAY		DAY ONE		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		RECOVERY COURT		RECOVERY COURT		PROBATION		PROBATION		PROBATION			
		Tuesday, September 23, 2025		Wednesday, September 24, 2025		Wednesday, September 24, 2025		Thursday, September 25, 2025		Friday, September 26, 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		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		SCREEN REQUIRED FOR ALL BREAKOUT ROOMS AND GENERAL SESSION ROOM	
PROJECTOR SCREEN	FULL			10				7		7			
LCD PROJECTOR	FULL			2				1		1		REQUEST FOR ONE-TWO LCD PROJECTOR EACH DAY TO BE USED IN GENERAL SESSION ROOM, USED FOR LARGER SCREEN AND TYPICALLY MOUNTED IN ROOM	
AV CART	FULL			10				6		6			
WIRELESS LAVALIER MICROPHONE	FULL			4				7		7			
HANDHELD MICROPHONE	FULL			5				7		7			
WIRED MICROPHONE	FULL			1				2		2			
WIFI	FULL			550				300		270		WIFI FOR ALL ATTENDEES (PLEASE NOTE, ALL ATTENDEES HAVE MULTIPLE DEVICES THAT WILL BE CONNECTED)	
LAPSOUND/SOUND PATCH	FULL			5				7		7		MUST BE STANDING - CAN NOT BE DESK TOP	
STANDING LECTERN WITH MICROPHONE	FULL			6				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)				% \$				% \$		% \$		RECOVERY COURT	PROBATION
AV CHARGES TOTAL												\$	\$
***** ALL INCLUSIVE AV ITEMS **** ADD ATTACHED AV QUOTE*****													
OTHER CHARGES													
REFERENCE RFQ SECTION 4.4		SETUP DAY		DAY ONE		SETUP DAY		DAY ONE		DAY TWO		JUDICIARY NOTES	HOTEL NOTES
		RECOVERY COURT		RECOVERY COURT		PROBATION		PROBATION		PROBATION			
		Tuesday, September 23, 2025		Wednesday, September 24, 2025		Wednesday, September 24, 2025		Thursday, September 25, 2025		Friday, September 26, 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	150				100		115					
SELF-PARKING	DAILY			400				200		185			
OTHER CHARGES SUBTOTAL												TOTAL OTHER CHARGES:	
SURCHARGES IF APPLICABLE (SURCHARGE PERCENTAGE INPUT LEFT OF DOLLAR AMOUNT)			% \$		% \$		% \$		% \$		% \$	RECOVERY COURT	PROBATION
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:	PLEASE NOTE: WEDNESDAY, SEPTEMBER 24, 2025 IS RECOVERY COURT DAY ONE AND PROBATION SETUP DAY (AFTER RECOVERY COURT HAS CONCLUDED WITH THE SPACE - THIS SHOULD BE TAKEN INTO ACCOUNT FOR A/V PRICING) Recovery Court and Probation request Isolated Meeting Space and Recovery Court no longer requires full use of event space. Other than Meeting Room spaces specifically listed as Rounds, while preferred setup is Classroom, Theater is acceptable.										TOTAL EVENT (RECOVERY COURT EDUCATION CONFERENCE) \$ -	-	
												TOTAL EVENT (PROBATION EDUCATION CONFERENCE) \$ -	-
												TOTAL FOR BOTH EVENTS: \$ -	-
HOTEL NOTES:													