

# NJASRO 6<sup>th</sup> Annual School Safety Conference Exhibitor Contract

**November 4-6, 2009  
Trump Marina, Atlantic City, NJ**

Please complete this application, sign and return all pages along with payment to:

NJASRO  
P.O. Box 2103  
Fort Lee, NJ 07024

**Exhibitor Information** (All applications must be received in our office no later than October 16, 2009)

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

\*\*Names of Attendees: \_\_\_\_\_

\*\*Exhibitor fees include conference fees for 2 people. Each additional attendee after the initial two will be charged the rate of \$100 per person.

**Type of Organization: (please check one):**

For Profit Organization (\$500 single/\$750 Double)
  Non Profit Organization (\$170)
  Government Agency (Please call our office)

**Payment Information: (Please check one. Payment is accepted in the form of cash or checks only. Please make checks payable to NJASRO)**

Cash \_\_\_\_\_ Check \_\_\_\_\_ Amount enclosed: \$ \_\_\_\_\_

**Signature:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Exhibit Information:**

Display area includes a 6' skirted table and 2 chairs. Exhibitor fee is \$500 for a single exhibit table, \$750 for a double exhibit table. Fees include conference passes for 2 attendees, (which include the following meals - welcome reception, 2 breakfasts, 1 lunch and refreshments throughout the day). Each additional attendee after the initial two will be charged the rate of \$100 per person. Please list the type of product or services that you plan on displaying.

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Exhibitor fee must be paid in full by October 16th, 2009 in order to secure space. After that date, the fee is non-refundable should the exhibitor decide to cancel their appearance at the show for any reason. Should NJASRO cancel the exhibitor after that date, all monies will be paid back in full to the exhibitor. If acts of God (flooding, fire, etc) prohibit the exhibitor from appearing or the NJASRO conference from taking place, all fees will be paid back in full to the exhibitor.

**Schedule:** (All activities will take place in the Regatta Ballroom unless otherwise noted)

**Wednesday, November 4, 2009**

*4:00 pm - 6:30 pm Exhibitor Registration  
6:30 pm - 8:00 pm Early Registration, Welcome Reception, Exhibitor Meet and Greet*

**Thursday, November 5, 2009**

*7:30 am - 8:30 am Registration, Exhibitor Set Up  
7:30 am - 8:45 am Breakfast (Marina Restaurant)  
8:45 am - 9:30 am Opening Ceremonies, Welcome and Awards  
9:00 am - 12:00 pm Morning Workshop Session  
12:00 pm - 1:00 pm Lunch (Marina Restaurant)  
1:00 pm - 5:00 pm Afternoon Workshop Session*

**Friday, November 6, 2009**

*7:30 am - 8:30 am Breakfast (Marina Restaurant)  
9:00 am - 1 pm Morning Workshop Session  
1:00 pm - 2:00 pm General Membership Meeting*

Conference begins at 7:30 am on Thursday, Nov. 5th and will be on display until close of show on Friday, Nov. 6th. Sponsorship opportunities are still available, e-mail Liz Scanlon [escanlon.njasro@gmail.com] for more information.

We understand that any services and costs needed for our display area (i.e.: AV equipment, electric, phone service, shipping, etc) are our sole responsibility. We agree to abide by all rules and regulations of Trump Marina Hotel and Casino, Atlantic City.

**Shipping information:** Packages for the conference are to be delivered to the hotel on Tuesday, Nov. 3rd. Any materials that arrive prior to this will not be accepted. All packages should be labeled as follows:

Attn: Trump Marina Casino, Huron & Brigantine Blvd., Atlantic City, NJ 08401 (609) 441-2000 | (800) 777-1177  
Lower right hand corner of Label: Hold for: On site contact (will supply name) Name/Company  
NJASRO, Nov. 4-6, 2009

Your boxes will be delivered to the Regatta Ballroom by 4pm on Nov. 4th.

**Terms and Conditions:**

No company will be permitted to install an exhibit unless the booth is paid in full. All other outstanding past-due debts with the Association must be paid in full prior to any company, organization, or agency occupying an exhibit booth at any NJASRO Conference.

NJASRO reserves the right to determine the eligibility of companies or their products for inclusion in the exhibits, and reserves the right to restrict exhibits that, because of noise, materials, method of operation, or for any other reason, become objectionable. NJASRO also reserves the right to prohibit any exhibit that, in the opinion of show management, may detract from the general character of the exhibit show as a whole. In such event, any exhibitor is terminated prior to expiration of the conference for cause shall not be entitled to a refund or be entitled to damages for any direct or in-direct expenses incurred by exhibitor.

The exhibition of a company's products or services within the NJASRO Exhibit Hall does not represent an endorsement of those products or services by NJASRO.

NJASRO shall have sole control over all admissions of persons into the conference. All persons visiting the exhibit area will be admitted according to the rules and regulations of the conference. Any and all matters and questions not specifically covered by the articles in this contract shall be subject to the decision of show management and, if necessary, the NJASRO Conference Committee Chairperson. The aforementioned items covered by this contract may be amended at any time by the show management in the interest of the conference and notice thereof shall be binding on exhibitors equally with the foregoing rules set forth in this contract.

Care of Building and Equipment: Exhibitors and/or their agents shall not injure or deface the walls of the building, the booths, or the equipment in the booths. Exhibitors are not permitted to drive tacks, nails or screws into the walls or woodwork. When such damage appears, the exhibitor is liable to the owner of the property.

The use of the NJASRO logo on any materials is strictly prohibited unless written permission is granted by the NJASRO Board.

**In order to preserve our tax-exempt status with the Internal Revenue Service, exchange of monetary funds for goods or services during the conference is prohibited.**

A single exhibit booth may be occupied by only one company. Companies displaying jointly must reserve booths according to the number of firms involved in the display. An exhibit booth must be occupied by the same company for the duration of the show. All displays, demonstrations, sales activities, etc. must be contained within the reserved booth space and must not impede traffic through the aisles

Exhibitor agrees to be bound by the Rules and Regulations of the Conference. Exhibitor further agrees to adhere to and to be bound by (1) all applicable fire, utility, and building codes and regulations of government agencies with jurisdiction in the Conference site; (2) any rules and regulations of the facility where the Conference is held; (3) the terms of leases and agreements between NJASRO and the managers/owners of said facility; and (4) the terms of any and all leases and agreements between NJASRO and any other party relating to the Conference.

**Signature:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name & Title (please print) \_\_\_\_\_

We look forward to seeing you there!

Questions? Please contact Liz Scanlon at (973) 486-9453 or [escanlon.njasro@gmail.com](mailto:escanlon.njasro@gmail.com) regarding any information.