

2010 NEW JERSEY SCIENCE CONVENTION

EXHIBITOR INFORMATION

Welcome to the Thirty Fourth Annual NEW JERSEY SCIENCE CONVENTION to be held on **Tuesday and Wednesday, October 12th and 13th, 2010**. The site continues to be the GARDEN STATE EXHIBIT CENTER and the adjoining DOUBLETREE AND HOLIDAY INN HOTELS.

THE NEW JERSEY SCIENCE CONVENTION is co-sponsored by the New Jersey Science Teachers Association and the New Jersey Science Education Leadership Association and continues to be the second largest annual convention for teachers in the State of New Jersey. The Convention is planned and carried out by the volunteer work of science teachers, supervisors, and administrators and is attracting over 2,000 professional educators, and about 140 exhibitors and 270 workshops or seminars.

Find separately at the convention website (www.njsc-online.com) the Exhibitor Registration Forms and Program Proposal Forms. Please note that **the deadline for Program Presentation Form is March 15, 2010. The Exhibitor Registration Form is due by March 15, 2010. If you receive this document and forms after these dates, consider these forms due within 5 days.** The goal is to have all exhibitors registered by June 2010 so that space numbers and other information can be sent in a more timely fashion.

Once again we are asking exhibitors to sponsor various activities which contribute to the success of our convention. These activities include such things as: printing of programs, signs, forms, and tickets, flowers for the banquets, complimentary coffee and Danish, banquet subsidy, cocktail hours, continental breakfasts and others. Sponsorships are handled by Vince Parisi and are acknowledged in our convention programs and by special signs at the convention.

PLEASE NOTE NEW POLICY:

Requests for cancellation of booth space rental and refunds will be honored only until July 1st. After July 1st, exhibitors may designate monies to be used as either payment for advertising space in the program booklet or as a donation to the Convention.

We look forward to working with you to provide another successful science convention serving science education in New Jersey.

Sponsorship and Advertising Information

For information regarding the Sponsorship of Convention Functions and Advertising, please contact:

Sponsorship Information

Vincent Parisi
122 Madison Terrace
Springfield, NJ 07081
parisivt@aol.com

Advertising Information

James Messersmith
552 Mercer Road
Princeton, NJ 08540
jcmessersmith@comcast.net

PROGRAM PROPOSALS

Your space registration includes the right to conduct **one workshop presentation per space each day**. USE THE ATTACHED PROGRAM PROPOSAL FORM.

Please send your **PROPOSAL FOR A PROGRAM OR WORKSHOP by March 15, 2010** (or within 5 days) TO:

Janet Gaudino
108 Fountayne Lane
Lawrenceville, NJ 08648
Email: janet.gaudino@gmail.com

EXHIBIT SPACE REGISTRATION

Your EXHIBITOR REGISTRATION includes the registration of three people. Additional badges can be ordered. USE THE ATTACHED REGISTRATION FORM.

Please send all **EXHIBIT SPACE REGISTRATIONS by March 15, 2010** (or within 5 days)

TO:

Robert C. Middleton
46 Condict Road
Landing, NJ 07850
Email: rcmidd@optonline.net
973-398-8707 (FAX)

Exhibit Set Up and Removal

You are encouraged to set up after 4:00 PM on Monday, October 11, 2010. At this time you can drive a vehicle into the back of the exhibit hall and easily use a hand truck to move your materials to your space. The drayage company may have some help available if needed.

The Exhibit Hall will also open at 7:00 AM on Tuesday, October 12, 2010 for set up. You will not be able to drive into the building on Tuesday morning. Exhibits are open to the public on Tuesday, 8:00 AM to 4:00 PM, and on Wednesday, 8:00 AM to 3:30 PM. All exhibitors are required to remain in the Exhibit Hall through 4:00 PM on Tuesday, October 13 and until 3:30 PM on Wednesday, October 13, 2010

Use of Exhibit Space

All demonstrations or other promotional activities must be confined to the limits of the exhibit booth. The management of the Exhibit Center reserves the right to restrict exhibits which, because of noise or method of operation, are objectionable. The NJSC is not liable for any refunds in such an event.

New Jersey sales tax is to be paid to New Jersey on all over the counter sales of any kind that involve an exchange of currency during the Convention. Anyone may take orders during the Convention for delivery at a later time. Promotional giveaways and/or drawings are permitted.

Audio Visual Equipment

Please provide your own audio visual equipment for your booth and/or presentation. If you must rent equipment, contact the individual hotels.

Liability

The EXHIBITOR agrees to protect, save and defend, and keep the NEW JERSEY SCIENCE CONVENTION, its agents and its guests, forever harmless from any damages or charges imposed by the negligence of the exhibitor and/or any loss, cost, damage, liability or expense which arises from the EXHIBITOR'S occupancy and/or use of the exhibit premises.

Insurance for Exhibit Items

The EXHIBITOR is responsible for providing their own insurance on loss of their materials. The Convention has no such insurance.

Exhibitor Registration

REGISTRATION is handled by the attached "Exhibitor Registration Form". In an emergency, **Bob Middleton** should be emailed at rcmidd@optonline.net. All registrations will be confirmed in June with a follow-up letter in August from the drayage company. Exhibitor registration area will be open from 4:00 PM to about 9:00 PM on Monday, October 11, 2010 and during regular convention hours to secure badges and answer questions.

Final Exhibit Hall Arrangements

Final exhibit space assignments, arrangements and electrical hookups are handled through Bob Searson. An information packet will be sent to you during August through the drayage company.

Contact Bob Searson for any last minute requests at 201-391-7326 (evening) or email (rfsearson@gmail.com).

Shipping Materials in Advance of the Convention

**Ocean Tradeshow Services, LLC, PO Box 14, Keyport, NJ 07735.
Phone: 609-698-7110 E-Fax 609-939-9602**

Exhibitor Badges

Each exhibit space registration entitles you to three (3) badges per space. These badges will have the company/organization name only. Any person working on the exhibit floor must have a badge. **If you will need more than three badges per space per day, additional badges must be ordered on the exhibitor registration form. Please have representatives return badges when they leave.**

Electrical Outlets

Our contract with the Exhibit Center allows us to offer attractive rates. We can supply electricity for \$40 per exhibit space. *You would be wise to provide your own extension cords.*

Security

The convention provides security for the exhibit area for 24 hours a day from 7:00 PM on Monday, October 11, 2010 until 3:30 PM on Wednesday, October 13, 2010.

Dinner Reservations

If you wish to attend the NJSC dinner on Tuesday night or the Awards dinner on Wednesday night, please order tickets on the registration form.

Room Reservations

The Convention has a contract with the Doubletree (732-469-2600) and the Holiday Inn (732-356-1700) to provide rooms at a specific lower convention rate. Be sure the hotel knows you are with the convention when you register. **Check our website for updated information.** The lower room rate is available for all registrations prior to **September 25, 2010.**

Traffic

Traffic is light in the area before 7:00 AM and gradually picks up until traffic is heavy by 8:00 AM. In the afternoon traffic is comparatively light until about 4:45 PM. By 6:00 PM traffic is again reasonable. *You may want to plan your commute and overnight arrangements accordingly.*





2010 NEW JERSEY SCIENCE CONVENTION
October 12 & 13, 2010
EXHIBIT SPACE REGISTRATION FORM
DUE March 15, 2010 or within 5 days of receipt

Company/Organization Name _____

Address: Street _____

Use this address for all correspondence.

City _____ State _____ Zip _____

Voice Phone _____ email _____

Fax _____ Website _____

Representative/Contact Name _____

Address: Street _____

(if different) City _____ State _____ Zip _____

Use this address for all correspondence.

Voice Phone _____ email _____

Fax _____

Exhibit Booth Sign _____

EXHIBIT SPACE REQUEST

Included is a 10 foot wide and 10 foot deep exhibit space with backdrape, carpet, one 6'x30" decorated table, basket, two chairs, three badges for admission and the right to present one program per space each day.

Indicate Number	Indicate Amount
_____ Over the counter sales @ \$500 per space.....	\$ _____
_____ Regular @ \$400 per space.....	\$ _____
_____ Non-Profit group @ \$350 per space.....	\$ _____
_____ Electrical Outlet @ \$40 per space.....	\$ _____
_____ Ticket(s) for Tuesday Banquet @ \$45 per ticket.....	\$ _____
_____ Ticket(s) for Wednesday Awards dinner @ \$40 per ticket.....	\$ _____

If you will be staffing your booth with more that 3 persons per space per day additional badges must be purchased.

_____ Additional badges @ \$35.00 per badge..... \$ _____

Full payment is appreciated with this application.

No refunds after July 1st.

Total Amount Due..... \$ _____

Amount enclosed..... \$ _____

Amount to follow..... \$ _____

Make checks payable to "New Jersey Science Convention, Inc."

We are NOT set up to accept credit cards.

**Mail this form and check to Robert C. Middleton, 46 Condict Road, Landing, NJ 07850
 (FAX) 973-398-8707 Any questions? Email: rcmidd@optonline.net**

Company/Organization Name _____

ADDITIONAL EXHIBITOR INFORMATION

_____ I prefer the same location as last year.

_____ I prefer to be near _____

_____ I prefer NOT to be near _____

_____ Other considerations _____

ADDITIONAL INFORMATION FOR CONVENTION PLANNING COMMITTEE

_____ I would be interested in discussing the possible **sponsorship** of some aspect of the convention. (Credit is always given for such sponsorship.)

_____ I (we) would be interested in donating a **door prize**. (Door prizes do create interest.)

IMPORTANT REMINDERS

1. **Keep a copy of this application for your records.** Mail the original application and check to:

Robert C. Middleton
46 Condict Road
Landing, NJ 07850
(email: rcmidd@optonline.net)

2. You are encouraged to set up on Monday, October 11, 2010 from 4:00 PM to 9:00 PM. At this time you can drive into the back of the exhibit hall for easy unloading of materials. You will **NOT** be able to drive in on Tuesday morning. The Exhibit Hall will close at 9:00 PM on Monday, October 11, 2010.

3. The Exhibit Hall is open to the public Tuesday, October 12, 2010 from 8:00 AM to 4:00 PM and Wednesday, October 13, 2010 from 8:00 AM to **3:30 PM**.

The New Jersey Science Convention is organized and staffed entirely by volunteers/members of the New Jersey Science Teachers Association and the New Jersey Science Education Leadership Association. We value your partnership as we continue to work to improve science education in New Jersey. Please advise how we can continue to improve our service to you. Thank you in advance for your participation.

The New Jersey Science Convention
Contract for Advertising in Convention Booklet
October 12th and 13th, 2010

Name of Advertiser: _____

Contact Person: _____

Address: _____

Phone: _____ email _____

Advertisement Rates

Full page (8" w x 10" h) @ \$370 \$ _____

Half page (8" w x 5" h) @ \$220 \$ _____

Quarter page (4" w x 5" h) @ \$120 \$ _____

Photos needing additional
Screening @ \$20.00 per quarter page \$ _____

Conditions of Acceptance

1. Copy must be camera ready (Good, clean black copy on white paper only. No digital files, i.e. disks, CD's, can be utilized.)
2. Payment must accompany this contract. A **separate check** for this advertising contract should be made payable to "New Jersey Science Convention."
3. **Deadline for submission is September 1, 2010**
4. The Convention reserves the right to reject any advertisement deemed inappropriate.
5. Since all ads must be camera ready, the Convention assumes no responsibility for errors in the copy.

I agree to these conditions and request that the attached advertisement be included in the convention's program booklet. Pull payment is enclosed.

Signature _____ Date _____

Print Name _____ Title _____

Mail ad copy, payment and this contract to: James L. Messersmith
552 Mercer Road
Princeton, NJ 08540
609-921-3544
jcmessersmith@comcast.net