

**NJAEYC**  
**PO Box 1024**  
**Barnegat Light, NJ 08006**

June 23, 2016

Dear Friend of Early Childhood Educators,

We're moving!!! The 2016 NJAEYC Annual Conference is scheduled for October 13-15, 2016 at the new Harrah's Conference Center in Atlantic City.

Our conference attracts key people in the field of early childhood education. With the increased need for our services, we are experiencing enormous growth and are always shopping! Our participants are interested and responsible for purchasing developmentally appropriate materials and equipment for their child care centers and family child care programs. We urge you to bring items available for sale.

If you are interested in greater visibility, consider being a conference sponsor. By funding scholarships and contributing to other costs, sponsors have helped us attract a higher attendance by helping us keep our conference as affordable as possible. NJAEYC is open to your ideas and suggestions in this area, please contact us. We want our relationship with our vendors to be one that is mutually beneficial and are interested in exploring ways we can better support each other.

Enclosed you will find the Exhibitor's contract. Please return the contract as soon as possible. Space is limited, so sign up early! Tables will be assigned on a first come, first served basis.

Sincerely,

Helen Muscato  
Conference Coordinator

<b>DON'T DELAY. SPACE IS LIMITED. REGISTER TODAY!</b>
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For more information, contact Helen Muscato at (732) 329-0033 or [mail@njaeyc.org](mailto:mail@njaeyc.org)

## **NJAEYC ANNUAL CONFERENCE TERMS AND CONDITIONS**

1. Space assignments will be made on a first-come, first-served basis.
2. Fees are non-refundable. No exhibitor will be permitted to set up unless NJAEYC has received payment in full.
3. Exhibitors must confine their activities to the table space. Exhibitor display will not be allowed to extend beyond assigned table space into the aisle.
4. Exhibit set-up will be Thursday, October 13, 2016 from 5:00 pm – 10:00 pm and Friday, October 14, 2016 from 5:00 am to 7:00 am. All tables must be set up by 7:00 am. Exhibits will be open on Friday from 7:30 am – 6:30 pm and Saturday 7:00 am – 4:15 pm.
5. Harrah's will be the host hotel for our NJAEYC 2016 Annual Conference. Please make your lodging reservations by calling (888) 516-2215 and mention Group Code SH10ED6 no later than September 15<sup>th</sup>. Conference rates will be offered based on availability.
6. It is mandatory that each exhibitor carry adequate liability and property insurance. Liability insurance should provide public liability coverage for bodily injury and property damage occurring from an accident in your exhibit booth. Property insurance should cover theft or damage of your property from the time materials leave their point-of-origin until they reach their post-show destination including the time on the show floor. Some exhibitors also insure against non-arrival of freight or exhibit material at the show site.
7. Exhibitors may also show support of the conference by sponsoring special events or giveaways or donating door prizes. If your company is interested, or if you have any questions, please give us a call at (732) 329-0033.

## NJAEYC Conference Program Advertising

The NEW JERSEY ASSOCIATION FOR THE EDUCATION OF YOUNG CHILDREN will offer a PROGRAM/AD BOOK for the 2016 Conference. Each person attending the Conference will receive a program. Please refer to the advertising prices below and the ad sizes attached.

Reservations will be accepted on a first come first served basis. The deadline is August 8, 2016. If you have any questions, contact the NJAEYC office at (732) 329-0033. If you wish to reserve an ad space, complete the bottom portion of this form and return it with your payment and camera ready art work for the ad. You may also e-mail or send ad on disk.

BACK COVER.....	\$ 400.00
INSIDE COVER.....	\$ 275.00
FULL PAGE AD .....	\$ 200.00
1/2 PAGE AD.....	\$ 125.00
1/4 PAGE AD.....	\$ 85.00
1/8 PAGE AD (Business Card Size).....	\$ 50.00

\*\*\*\*\* DEADLINE: AUGUST 8, 2016 \*\*\*\*\*

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### **PROGRAM AD BOOK RESERVATION**

**COMPANY/ORGANIZATION**

**NAME:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

Street	City	State	Zip
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**TELEPHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**RESERVATION SIZE: (PLEASE CHECK)**

___	BACK COVER	\$400.00	___	1/2 PAGE AD	\$ 125.00
___	INSIDE COVER	\$275.00	___	1/4 PAGE AD	\$ 85.00
___	FULL PAGE AD	\$200.00	___	1/8 PAGE AD	\$ 50.00

Enclosed is my check **PAYABLE TO NJAEYC** in the amount of \$\_\_\_\_\_.

Attach camera ready ad and return this form with payment to:

NJAEYC  
P.O. Box 1024  
Barnegat Light,  
NJ 08006

**NJAEYC CONFERENCE – OCTOBER 13-15, 2016**

**EXHIBITOR'S CONTRACT**

LOCATION: Harrah's Resort  
Atlantic City, NJ

FEES: One 6' table \$450  
Two 6' tables \$750  
Make check payable to NJAEYC

CONTACT: Helen Muscato/NJAEYC  
P.O. Box 1024  
Barnegat Light, NJ 08006  
Phone (732) 329-0033  
Fax (732) 230-2758  
e-mail: [mail@njaeyc.org](mailto:mail@njaeyc.org)

DEADLINE: August 8, 2016

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Please fill in completely, as this information will be used for the exclusive vendor listing in our packets.

**Name of Company:** \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

E-mail \_\_\_\_\_ Number of tables \_\_\_\_\_

Total Amount Enclosed \_\_\_\_\_