

Exhibit Information

RESERVATIONS	Reservations for exhibit space must be submitted on the enclosed "Application For Exhibit Space." Make your reservations no later than February 16, 2010.
BOOTH NUMBER	Booth assignments will be made in late February.
BOOTH SPACE	6' x 8' area, draped sidewalls and back, 1 table (2' x 6' draped), 2 chairs, wastebasket and identification sign. Exhibit Hall is carpeted.
COST	One booth 6' x 8' is \$600.00, two or more are \$550.00 each.
DISCOUNT	10% Discount for Commercial Members of NJLA
PAYMENT	Payment in full is expected at time of application. No booth will be assigned without full payment.
CANCELLATION	If an exhibitor must cancel, a 50% refund will be made prior to the February 16th deadline. No refunds after that date!
EXHIBITOR AGREEMENT	* EXHIBITORS MUST BE READY BY 8:00 AM on Tuesday and must agree not to dismantle, pack or remove any part of the exhibit before 3:30 PM, Wednesday. Failure to abide by this agreement will result in a loss of seniority. * Sub-letting booth space to other companies is not permitted.
QUESTIONS:	Call Paula Baratta at 973-733-7766 or email: pbaratta@npl.org
DRAYAGE:	The company will maintain a service desk during the conference.
MAKE CHECKS PAYABLE TO:	<i>NEW JERSEY LIBRARY ASSOCIATION</i>

MAIL TO: **NJLA Spring Conference Exhibits, P.O. Box 1534, Trenton, NJ 08607**

Booth Assignments

Complete exhibitor package at
[http://njla.pbwiki.com/](http://njla.pbwiki.com/conference+2010)
conference+2010
Watch the wiki for our sponsor
listing and conference updates.

- Exhibit space is assigned to **SPONSORS** then by a combination of date receipt of your **APPLICATION** and product category.
- Every attempt is made to match location with request.
- Booth numbers, setup time, electric & internet info and pertinent materials will be mailed by early March with our Ocean Place Resort & Spa information packet.