



**** REGISTER NOW ****

****** SPACE IS LIMITED ******

January 12, 2018

Dear Exhibitor:

The New Jersey Society of Optometric Physicians invites your participation at our Winter Continuing Education Series on Sunday, March 4, 2018 at the Princeton Hyatt Regency Hotel in Princeton, New Jersey.

Our program provides for a buffet luncheon and one morning break. All exhibit tables will be located in the dining room located next door to the lecture hall. Additionally, we are offering exhibitors the opportunity to include promotional material in each doctor's registration packet, providing the material (250 copies) are received at the NJSOP office **no later than Friday February 16th**.

The exhibit fee has been set by the Committee at \$950. Exhibit space includes the following: two (2) luncheon tickets (additional tickets may be purchased); one (1) 6'X24" table with covering & skirt; two (2) side chairs; and one (1) table top company identification sign. Electric service will be provided at each booth (one power strip) IF INDICATED ON THE APPLICATION. (Please be sure to check the box on the application) Should you need additional electrical requirements, please complete the enclosed form and submit directly to the Princeton Hyatt along with payment. **If you do not need any additional electrical service other than what is provided for in your exhibit fee, do not submit the enclosed form or you will be billed by the Hyatt.**

The application on the reverse side will reserve your booth at our seminar. Upon receipt of your application and appropriate fee(s), we will send your company a confirmation of exhibit space. Directions to the Hyatt will also accompany your confirmation.

REGISTER EARLY AS EXHIBIT SPACE IS LIMITED AND HAS SOLD OUT IN PREVIOUS YEARS!

We appreciate your support of our programs and look forward to seeing you in Princeton on March 4th.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kenneth M. Daniels", is written over a horizontal line.

Kenneth M. Daniels, O.D., FAAO, Chair
2018 Winter Continuing Education Series

APPLICATION IS ON REVERSE SIDE OF THIS LETTER



APPLICATION FOR EXHIBIT SPACE

DATE: SUNDAY, MARCH 4, 2018
EVENT: N.J.S.O.P.'s WINTER CONTINUING EDUCATION SERIES
LOCATION: PRINCETON HYATT REGENCY HOTEL, PRINCETON, NJ

EXHIBITOR REGISTRATION & SET-UP: SUNDAY MARCH 4, 2018
8:30 AM - 9:30 AM

EXHIBIT AREA OPEN: SUNDAY, MARCH 4, 2018
10:00 AM - 1:30 PM

The undersigned agrees to participate as an Exhibitor at the NJSOP's Winter Continuing Education Series for the following registration and fees:

\$ 950.00 = Exhibit Fee
\$ _____ = Additional Buffet Luncheon Tix @ \$50 each
\$ _____ = TOTAL AMOUNT ENCLOSED

which will entitle the undersigned the use of (1) exhibit space to include: one 6' X 24" skirted table; one table sign with company name; two (2) chairs; two (2) buffet luncheon tickets; and one electric power strip (if needed)

PLEASE CHECK HERE IF ELECTRIC IS NEEDED _____

Company Name (as it is to appear on sign): _____

Address: _____

City/State/Zip: _____

Phone: (____) _____ FAX: (____) _____

Contact Name: _____ Email: _____

Name(s) of Person(s) who will be representing your company at the event: (two luncheon tickets are included in exhibit fee)

1) _____ 2) _____

Additional paid person(s) @ \$50 each who will be representing your company:

3) _____ 4) _____

Please make checks payable to: "NJSOP" and mail form & check to:
New Jersey Society of Optometric Physicians – 4 AAA Drive – Suite 204 – Hamilton, NJ 08619
TEL (609)-323-4012 FAX (609) 323-4014

***** 2018 DIAMOND, GOLD, & SILVER LEVEL PARTNERSHIP PROGRAM SPONSORS *****

PLEASE COMPLETE AND REMIT THIS APPLICATION ONLY – NO PAYMENT IS NEEDED
THE EXHIBIT FEE IS INCLUDED AS PART OF YOUR 2018 PROGRAM SPONSORSHIP.
THANK YOU FOR YOUR SPONSORSHIP!

Register early as exhibit space is limited and has sold out in previous years



ELECTRICAL SERVICE ORDER FORM

EVENT/FUNCTION: NJSOP 2018 Winter Education Series DATE : Sunday March 4, 2018

COMPANY/EXHIBITOR NAME _____ BOOTH#: _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PLEASE RETURN THIS FORM TO THE DIRECTOR OF ENGINEERING SERVICES.
102 CARNEGIE CENTER, PRINCETON, NJ 08540-6214

FULL PAYMENT MUST ACCOMPANY THIS ORDER FORM.

The following credit cards will be accepted: VISA, MASTER CARD, AMERICAN EXPRESS, and DINER'S CLUB, DISCOVER. NO CREDIT WILL BE ISSUED FOR SERVICES RENDERED AS ORDERED, EVEN IF UNUSED.

If payment is made by check, make check payable to **Hyatt Regency Princeton.**

DEADLINE: ORDER MUST ARRIVE 10 DAYS PRIOR TO FUNCTION DATE. OTHERWISE LATE CHARGES APPLY.

SCHEDULE OF RENTALS AND SERVICES

POWER TO RUN BOOTH/EQUIPMENT	QUANTITY	PRICE
120 VOLT OUTLET UP TO 20 AMPS	_____	\$40.00
120 VOLT OUTLET UP TO 30 AMPS	_____	\$55.00
208 VOLT SINGLE PHASE 20 AMP SERVICE	_____	\$45.00
208 VOLT SINGLE PHASE 30 AMP SERVICE	_____	\$55.00
208 VOLT SINGLE PHASE 50 AMP SERVICE	_____	\$150.00
100 AMP 1 PHASE	_____	\$200.00
100 AMP 3 PHASE	_____	\$600.00
Power Strip/Extension Cord	_____	\$25.00
Banner hanging	_____	\$40.00

FOR AVAILABILITY AND PRICES, PLEASE CONTACT THE DIRECTOR OF ENGINEERING SERVICES.

LABOR CHARGES

STRAIGHT TIME LABOR (8 AM TO 4 PM)	\$30.00 Per Hour
OVERTIME LABOR (Before 8 AM, after 4 PM & Saturday's)	\$45.00 Per Hour
SUNDAY and HOLIDAY LABOR	\$60.00 Per Hour

MINIMUM LABOR CHARGE IS ONE-HALF HOUR. ALL MATERIAL AND EQUIPMENT FURNISHED REMAINS THE PROPERTY OF THE HYATT REGENCY PRINCETON.

SIGNATURE _____ DATE _____

ONLY USE THIS FORM IF YOU NEED ELECTRICAL SERVICES IN ADDITION TO WHAT IS PROVIDED IN YOUR EXHIBIT FEE.

One 120 Volt outlet up to 20 amps is provided in your Exhibit Fee.