



**NJTESOL/NJBE, Inc.**  
AN AFFILIATE OF NJEA, TESOL AND NABE



New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators, Incorporated

**General Exhibitor Booth Reservation Form**  
**2025 SPRING CONFERENCE**  
**May 20, 21, & 22**  
**Hyatt Regency, New Brunswick, NJ**

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

How you wish to have your company's name listed on booth identification sign: \_\_\_\_\_

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

Contact person at company: \_\_\_\_\_

E-mail \_\_\_\_\_ Tel: \_\_\_\_\_

Name of 1<sup>st</sup> Representative attending conference: \_\_\_\_\_

E-mail \_\_\_\_\_ Tel: \_\_\_\_\_

Name of 2<sup>nd</sup> Representative attending conference: \_\_\_\_\_

E-mail \_\_\_\_\_ Tel: \_\_\_\_\_

**Please check off booth size & days:**

<input type="checkbox"/> Single booth for Tuesday and Wednesday (\$485 through 1/31/25) (\$525 from 2/1/25 - 3/28/25) (\$725 from 3/29/25 - 4/25/25)*
<input type="checkbox"/> Single booth for Tuesday, Wednesday, and Thursday (\$675 through 1/31/25) (\$725 from 2/1/25 - 3/28/25) (\$925 from 3/29/25 - 4/25/25)*
<input type="checkbox"/> Double booth for Tuesday and Wednesday (\$649 through 1/31/25) (\$699 from 2/1/25 - 3/28/25) (\$899 from 3/29/25 - 4/25/25)*
<input type="checkbox"/> Double booth for Tuesday, Wednesday, and Thursday (\$849 through 1/31/25) (\$899 from 2/1/25 - 3/28/25) (\$1,099 from 3/29/25 - 4/25/25)*

\_\_\_\_\_ Additional Rep (\$99 per person, per day) \_\_\_\_\_ # for Tues. \_\_\_\_\_ # for Wed. \_\_\_\_\_ # for Thurs.

Name of 3<sup>rd</sup> Representative (@\$99.00 a day) \_\_\_\_\_

E-mail \_\_\_\_\_ Tel: \_\_\_\_\_

Name of 4<sup>th</sup> Representative (@\$99.00 a day) \_\_\_\_\_

E-mail \_\_\_\_\_ Tel: \_\_\_\_\_

There is a limit of 3 representatives per day for a single booth. 4 per day for a double booth.  
*Representatives are to attend the full day, splitting of a representative registration during the day is not permitted.*

**Electricity:** (Needed for Booth Display) Exhibitors must bring their own surge protector extension cords.

\_\_\_ Yes \_\_\_ No

**Reservation for ads:**

- Ads must be submitted by March 28, using the following link:  
<https://www.cognitofirms.com/NJTESOLNJBE/SpringConferenceAdUpload>
- Ads MUST be B&W in PDF format and a minimum of 300 DPI

Reserve the following spaces for ad(s) in the conference book (include payment)

___ Business card @ \$75.00	___ 1/4 page @ \$150.00 (3.25w x 4.5h)
___ ½ page @ \$200. (7.5w x 4.5h)	___ Inside cover (front or back) @ \$400. (7.5w x 9.5h)
___ Full page @ \$350. (7.5w x 9.5h)	___ Back cover (7.5w x 9.5h) @ \$500

**Please note:**

- \*Exhibitors registering and paying after 3/28/25 will not be listed in the conference book or on the incentive card. Exhibitor registrations will be available until April 25th unless capacity is reached prior to this date.
- \$50 Processing fee for cancellations. No cancellations/refunds after March 28, 2025.
- No additional floor space will be available due to the size of the facility.

**For Sponsorship Opportunities** visit <https://njtesol-njbe.org/exhibitors/sponsorship-information/>

For more information about exhibiting and for sponsoring, contact Tina Kern [exhibitor-liaison@njtesol-njbe.org](mailto:exhibitor-liaison@njtesol-njbe.org) or call 973-699-1890.

**Please return completed form with check made out to NJTESOL / NJBE, Inc. to:**

**NJTESOL/NJBE, Inc.  
230 Ashland Ave  
Cherry Hill, NJ 08003**