



NJ SHADE TREE FEDERATION 100TH ANNUAL CONFERENCE

APPLICATION FOR SPACE & SPONSORSHIP

Venue: Harrah's Resort Atlantic City
777 Harrah's Blvd, Atlantic City, NJ 08401

Event Dates: Thursday, October 16, 2025
Friday, October 17, 2025

COMPANY/ORGANIZATION INFORMATION:

This information will be published publicly:

Company/Organization Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Website: _____

Brief Bio about your organization: _____

This information is for admin/billing use only:

Main Contact Name: _____

Phone: _____ Email: _____

EXHIBITORS: Booth location & host information:

Please rank your preferred booth number choices: 1st (_____) 2nd (_____) 3rd (_____)

Host 1 Name: _____ Email: _____

Host 2 Name: _____ Email: _____

2 Hosts' Full Admission, Meals, CEUs included with purchase of space. Additional hosts may be added on next page

PAYMENT INSTRUCTIONS

Check: Enclose completed application and check payable to NJ SHADE TREE FEDERATION.

Mail To: NJ Shade Tree Federation
Blake Hall, Cook College

or 93 Lipman Drive
New Brunswick, NJ 08901

Credit Card: Email completed application to TREES@NJSTF.ORG and request a digital CLOVER invoice.

DEADLINES

June 30, 2025: Early-Bird Exhibit Space Rates End

June 30, 2025: Sponsor & Advertisers' Artwork Files Due (email to TREES@NJSTF.ORG)

1. **High resolution logo**, send files of full color & single-color logo versions.
2. **Advertisements:** High resolution print ready PDF. Use CMYK. Minimum 300 dpi.
3. **PowerPoint Slide:** customize using images, logos, text, or QR codes. No videos, sounds, animations.

August 1, 2025: Late Exhibit Space Applications & Payments due.



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SPACE & SPONSORSHIP ORDER FORM:

Exhibit Space Options:	EARLY-BIRD Price Prior to 6/30/2025	LATE Price After 6/30/2025	
<input type="checkbox"/> Single Booth (10' x 8')	\$950	\$1,350	\$
<input type="checkbox"/> Double Booth (20' x 8')	\$1,600	\$2,150	\$
<input type="checkbox"/> Additional Booth Host(s) (quantity: _____) X	\$300 each	\$375 each =	\$

Co-Sponsorship Opportunities:	Price	
<input type="checkbox"/> General Conference Sponsor	\$1,000	\$
<input type="checkbox"/> Meet & Greet	\$1,000	\$
<input type="checkbox"/> Lunch	\$2,000	\$
<input type="checkbox"/> Coffee Break	\$1,000	\$
<input type="checkbox"/> Breakfast Display	\$2,000	\$

Non-traditional Giving Options:	Price	
<input type="checkbox"/> Porter Scholarship & Tree Project Award Program (quantity: _____) X	\$2,500 =	\$
<input type="checkbox"/> Non-monetary donation such as books, equipment, art, door prizes, and woodworkers' crafts. Est. Value (\$): _____ Description: _____ _____		NA

Commemorative Centennial Program Booklet Advertisements:	Price	
<input type="checkbox"/> Full Page, Print Size: H.10" x W. 7.5" Placement: Non-cover	\$1,000	\$
<input type="checkbox"/> Half Page, Print Size: H.4.75" x W. 7.25" Placement: Non-cover	\$500	\$
<input type="checkbox"/> Quarter Page, Print Size: H. 4.75" x W. 3.5" Placement: Non-cover	\$250	\$
<input type="checkbox"/> Patron Message: Text-only. 250-character max (includes spaces)	\$50	\$
<input type="checkbox"/> Booster Page Name Listing: Text-only. 35-character max (includes spaces)	\$25	\$

TOTAL DUE:	\$
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ACCEPTANCE OF TERMS & CONDITIONS:

The undersigned represents that the signee has read and agreed to the terms detailed in the enclosed rules and regulations, cover letter, and application and that the signee is authorized to order space and/or services on behalf of the named exhibitor.

Authorized Signature: _____ Title: _____ Date: _____

Questions? TREES@NJSTF.ORG or call our office: 732-246-3210