



#njasl18

## Attendees Contact and Badge Information

### Instructions

Please complete both pages, using only one form per person. Copy as needed. *Register guests separately and include separate registration and meal fees.*

All registrations and payments, including purchase orders, must be postmarked by **November 12, 2018**. Late submissions will not be accepted! Make sure you are sending to address below!

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Library/Institution \_\_\_\_\_  
 District \_\_\_\_\_ County \_\_\_\_\_  
 Work Phone \_\_\_\_\_  
 Home Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Home/Cell Phone \_\_\_\_\_  
 Email \_\_\_\_\_

### Please Check all that apply:

- NJASL member     NJLA member     NJAET member  
 I have been a school library media specialist/librarian for 3 years or less  
 This is my first NJASL Conference  
 You can share my contact information with exhibitors

**Special Accommodation Requests:** If you have a special physical or communication need, please contact Lisa Christie (lchristie@americanmeetings.com) to discuss, no later than **Nov. 12**.

### Registration Notes

Membership **MUST BE** renewed by **November 1, 2018** in order to register at member rate.

NJLA and NJAET members can register at the NJASL member rate.

Special event tickets are separate from registration fee. Please see page 2 to register for the events and make payments.

Attendance at this event constitutes permission for your photograph or video to be taken at the event and used for NJASL purposes.

## Conference Registration Fees

Please check off your registration category and indicate total registration fee

<u>Registration Category</u>	<u>In Advance</u> (before Nov. 12)	<u>On Site</u>
Member Full Conference	\$175	\$205
Retired/Student Full Conference*	\$120	\$150
Non-Member Full Conference (membership not included)	\$275	\$300

### Single Day Conference (select one)

SUNDAY     MONDAY     TUESDAY

Member One Day	\$135	\$165
Retired/Student One Day*	\$100	\$130
Non-Member One Day	\$225	\$255

\* This **Special Rate** is also available for School Librarians who have been displaced from their library or are part-time (20 hrs or less.)

**Total Registration Fee:** \$ \_\_\_\_\_

**Book your stay at Ocean Place! Click this [link](#) or head to [NJASL Fall Conference](#) for info.**

**To become a member of NJASL please visit: [http://njasl.org/Join\\_Today](http://njasl.org/Join_Today)**

### For Retirees

The registration fee will be waived for retirees who volunteer their services to help at the conference. Please email Susan or Shayne (retireevolunteers@njasl.org), for volunteer information. **Volunteer Deadline is November 1, 2018.**

**I would like to volunteer on:**    Dec. 2    Dec. 3    Dec. 4



#njasl18

## Special Event Tickets

*Professional Development sessions run Sunday, Monday, and Tuesday.*

*See <http://njasl.org/FallConf> for detailed schedule. For Special Events listed below, please check appropriate box for each event you will be attending so we can get an accurate headcount and calculate total fees.*

	<b>Attending</b>	<b>Amount Due</b>
<b>Exhibitor/Author Alley Reception, Sun. Dec. 2, 4:15 - 5:15 PM</b> See what amazing things our authors and exhibitors have in store for you and your school library. Raffle and light refreshments available.	Free <input type="checkbox"/>	
<b>Mystery Dinner Theater, Sun. Dec. 2, 6:30-8:30 PM</b> What really happened to Humpty Dumpty? Join us for "Once Upon a Murder" dinner theater. Performed by the Morris County School Media Association	\$47 <input type="checkbox"/>	\$ _____
<b>Author's Luncheon, Mon. Dec. 3, 12:30-2:00 PM*</b> Featured authors, including Candace Fleming, Eric Rohmann, and Shannon Miller in a panel discussion. PD Certificates will be given. 100 attendee limit	\$40 <input type="checkbox"/>	\$ _____
<b>Engagement Session and Makerspace Event, Mon. Dec. 3, 5:30-7 PM*</b> NJASL is so much more than just the Fall Conference. Meet the County Presidents and the NJASL Board. Explore the benefits you get from membership in NJASL. Take time to participate in fun library, author, and vendor-led activities.	Free <input type="checkbox"/>	
<b>Future Ready Lunch Presentation, Tues. Dec. 4, 12:30-2:00 PM *</b> Presentation with Department of Education and other officials to learn about the Future Ready initiative in NJ. PD Certificates will be given.	Free <input type="checkbox"/>	
Ticketed Box lunches and reserved seating for Future Ready Lunch. <b>Boxed Lunch options (please circle one for estimated count):</b> Turkey & Provolone, Ham & Swiss, Chicken Salad, Grilled Vegetable	\$27 <input type="checkbox"/>	\$ _____

**\*PD Certificates will be issued**

**Total Events Fee \$ \_\_\_\_\_**

### Payment and Cancellation Information

Registration forms **will not** be accepted without a check or purchase order, and purchase orders may not be accepted post conference. Payments should be made out to NJASL.

On site registrations are available with cash, check or purchase order. No ticketed meals will be available for purchase on site.

All registrations and purchase orders must be postmarked by **November 12** for confirmation. **Confirmations will be sent via email through November 20.** Your cancelled check will be your receipt. Receipts will not be printed on the back of your badge.

Cancellations must be submitted in writing by November 20. An administrative fee of \$25 will be deducted from your refund check. No refunds will be made after this date. Please send all questions to [registration@njasl.org](mailto:registration@njasl.org)

### Payment Information

Attendee Name \_\_\_\_\_

Conference Registration Fee \$ \_\_\_\_\_

Special Events Total Fee \$ \_\_\_\_\_

**Total Payment Due \$ \_\_\_\_\_**

### Mail Form and Payment to:

**\*\*\*NEW ADDRESS this year:**

**NJASL Conference Registration**

**PO Box 1460**

**Springfield, NJ 07081**

**Email: [registration@njasl.org](mailto:registration@njasl.org)**

**Conference Webpage: [NJASL Fall Conference](http://NJASL Fall Conference)**

**Registration Deadline is November 12**

For Internal Use Only:

Postmark Date:	PO Number:	PO Date:	PO Amount:
Confirmation On:	Check Number:	Check Date:	Check Amount: