



# EXHIBITOR INFORMATION

## 120th Annual Conference and Exhibit Hall



**May 6-8, 2026**  
**The Ritz-Carlton, New Orleans, LA**

**NJBankers Annual Conference 2026**  
**Wednesday, May 6 – Friday, May 8, 2026**  
**The Ritz-Carlton, New Orleans, LA**

**Please note the change in programming this year when making your Arrival and Departure reservations.**

**2026 Annual Conference Agenda\***

**Tuesday, May 5**

5:00 pm – 6:00 pm  
6:00 pm

**Pre-Conference Networking Reception**

Dinner on Your Own **(PLAN YOUR GROUP DINNERS TONIGHT)**

**Wednesday, May 6**

8:00 am – 12:00 pm  
8:00 am – 12:00 pm  
10:30 am – 12:00 pm  
11:00 am – 1:00 pm  
2:00 pm – 4:45 pm  
2:45 pm – 4:45 pm  
5:15 pm – 6:45 pm  
6:45 pm

Directors Training (*pre-registration required*)

Emerging Leaders Forum (*pre-registration required*)

NJBankers Board of Directors Meeting

**Exhibitor Registration & Set-Up**

Exhibit Hall Opens with Event Registration

General Session

**Welcome Party**

Dinner on Your Own **(PLAN YOUR GROUP DINNERS TONIGHT)**

**Thursday, May 7**

7:30 am – 3:30 pm  
7:30 am – 3:30 pm  
8:30 am – 10:35 am  
10:35 am – 10:55 am  
10:55 am – 11:55 am  
11:55 am – 12:00 pm  
12:00 pm – 2:00 pm  
12:30 pm – 2:00 pm  
2:00 pm – 2:10 pm  
2:10 pm – 3:10 pm  
5:30 pm – 6:30 pm  
6:30 pm

Registration Opens in Exhibit Space - Exhibit Hall Open

**Networking in Exhibit Hall & Breakfast** (Breakfast, 7:30-8:30am)

General Session

**Networking Break in the Exhibit Hall**

Morning Workshops

Move Back to General Session

General Session

**Networking Lunch with Speaker**

**Networking Break/Move to Afternoon Workshops**

Afternoon Workshops

**Networking Reception w/Exhibitors**

Dinner on Your Own **(PLAN YOUR GROUP DINNERS TONIGHT)**

**Friday, May 8**

7:00 am – 10:00 am  
7:00 am – 8:00 am  
8:00 am – 10:00 am  
10:00 am  
10:00 am

Registration Open

**Networking in Exhibit Hall & Breakfast**

General Session

Conference Concludes

Exhibitor Breakdown

**\*Schedule subject to change.**

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**RULES GOVERNING EXHIBITORS**

**Management and Exhibition:** New Jersey Bankers Association (herein referred to as NJBankers) shall mean it, its officers, agents, or employees acting for it in the management of the Exhibit Hall. The purpose of the Exhibit Hall is to present the latest products and services available to the banking industry. All exhibitors shall comply with all instructions of **The Ritz-Carlton, New Orleans, LA**, ("Hotel") management concerning all aspects of the use of exhibit space. *NJBankers reserves the right to refuse space to any applicant for exhibition space, or to restrict the use of any materials, that, in the sole discretion of NJBankers, are unlikely to contribute to the overall objective(s) of the Exhibit Hall.*

**Use of Exhibit Space:** No exhibitor may sublet, assign, or apportion any part of the space allotted, nor represent, advertise, or distribute literature for the product or services of any other firm or individual except as approved in writing by NJBankers.

**Space Assignment:** Exhibit space will be assigned with Premier Exhibitors having first space assignment, then assigned on a first paid basis only. Every effort will be made to assign space preference; however, NJBankers reserves the right to make final space assignments or change the space assignment, at its sole discretion, in order to avoid competitors next to or across from each other. NJBankers reserves the right to cancel the Exhibit Hall at its sole discretion.

**Conference Registration:** Conference registration fee will allow participation at all general Conference events. **All exhibitors are required to register for the Conference online at [njbankers.com/2026conference](http://njbankers.com/2026conference). (See fee schedule attached)**

**Restrictions:** NJBankers reserves the right to restrict exhibits which, because of noise, method of operation, or any other reason, become objectionable. It may forbid installation or require dismantling. In the event of such restrictions, NJBankers is not liable for any refund or other expenses incurred to the exhibitor.

**An exhibitor may not schedule or conduct outside activities, that may take qualified attendees from the exhibit area or general NJBankers events. Evening events on Tuesday, Wednesday & Thursday, may start at the close of NJBankers receptions (please take travel time to your dinner destination into consideration so as not to take guests away from the main event). All outside dinners/events must be approved by NJBankers Director of Education.**

The exhibitor agrees to obtain all necessary licenses and permits to use music or other copyrighted or protected material at the exhibitor's table. Exhibitors shall comply with all applicable rules, regulations, and requirements of the Hotel regarding, but not limited to, the following: audio or visual recordings, safety regulations, and shipment(s) of freight in the building.

**Liability:** The exhibitor shall be liable for any and all damages to the building and facilities and the furniture and fixtures contained therein which shall occur through acts or omission of the exhibitor, its agents, employees, or invitees.

Neither NJBankers, nor the Hotel, nor the affiliates and subsidiaries of each, nor the officers, directors, agents, and employees of each ("indemnified parties") shall be responsible for any injury, loss or damage that may occur to the exhibitor, the exhibitor's employees, agents or invitees, or the exhibitor's property, however caused. The exhibitor agrees to defend, indemnify and hold harmless indemnified parties from all claims or liabilities for any such injury, loss or damage.

**CERTIFICATE OF INSURANCE REQUIREMENTS:**

• The Ritz-Carlton, New Orleans requires a Certificate of Insurance for any vendor loading equipment and materials into the hotel meeting space with a minimum of \$1,000,000.00 for general liability (excluding Production/AV companies whose general liability's minimum is \$2,000,000.00). Your Meetings and Special Events Manager will advise if a higher liability insurance is needed. The *Certificate of Insurance needs to be written as follows:*

• The "Certificate Holder" is:  
The Ritz-Carlton, New Orleans  
921 Canal Street  
New Orleans, LA 70112

• Listed as "Additional Insured":  
Marriott International, Inc.  
7750 Wisconsin Ave.  
Bethesda, MD 20814

Gencom  
2700 Tigertail Avenue  
Miami, FL 33133

**Interpretation and Amendments:** NJBankers reserves the right to interpret or amend these Rules as it deems proper to ensure the success of the Exhibit Hall and to further its educational purposes. All matters, issues, or questions not covered by these Rules are subject to the sole discretion of NJBankers.

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**NJ Bankers Exhibitor Kit**

**NJBankers Annual Conference 2026**  
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Exhibitors agree that the provisions of this agreement shall be construed in accordance with the laws of the State of New Jersey and any action or proceeding brought to enforce or interpret this agreement shall be brought in a court of competent jurisdiction in the State of New Jersey. Exhibitors understand that this writing contains the entire agreement between us, which may be modified only by a writing signed by NJBankers.

**Table Top Exhibits & Services:** A standard table top exhibit consists of (1) 6' draped table, 2 chairs. NJBankers reserves the right to make changes at any time to the location, size, and display limits of any exhibit space if this is in the best overall interest of the show. No exhibitor shall block the sight line from the aisle of any adjoining exhibitor. No obstructions shall be placed in the aisles, passageways, or near a fire extinguisher.

**Installation/Dismantle/AV Requests:** Exhibitors are responsible for installation and dismantling of exhibits. All exhibitors are responsible for your own power, AV, etc. **To order AV through The Ritz-Carlton, New Orleans, in-house partner, click [here](#).** At the close of the exhibit hall, exhibitors must box their material and label such boxes for return and leave on your table for pick-up at the hotel. A credit card authorization form will be provided to each exhibitor to fill out prior to the pick-up of your boxes.

The hotel has an account with FedEx that picks up from the hotel. UPS does not have scheduled pick-ups at the hotel. You must call UPS to schedule a pick-up.

**SHIPPING INFORMATION:**

The Ritz-Carlton, New Orleans  
c/o Exhibit Company Name, NJBankers Annual Conference  
921 Canal Street  
New Orleans, LA 70112

**All boxes must also include a label with the following information on each box as well:**

Conference Name: \_\_\_\_\_  
Exhibit's Company: \_\_\_\_\_  
Exhibit's Contact Name: \_\_\_\_\_  
Program/Function Date(s): \_\_\_\_\_

Any packages or boxes larger than any combination of five hundred (500) pounds must be stored in a meeting room, subject to rental fee and applicable taxes.

Please be advised, for liability reasons, all boxes must be packed and sealed by the client/exhibitor with the appropriate paperwork/packing slips. The Ritz-Carlton, New Orleans accepts no responsibility for lost or missing items shipped from the hotel. Additionally, we do not supply packing materials (boxes, labels, tape, etc.) and we do not wrap pallets or parcels. This is to be coordinated between the exhibitor and your shipping company of choice.

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**SHIPPING CHARGES:**

In addition to standard shipping charges, please see below InBound & OutBound Shipping charges:

Weight Class	Inbound Receiving/ Delivery	Outbound Pickup/ Handling Fee
0.0-1.0 lbs.	\$0.00	\$0.00
1.1-10.0 lbs.	\$10.00	\$10.00
10.1-20.0 lbs.	\$15.00	\$15.00
20.1-30.0 lbs.	\$20.00	\$20.00
30.1-40.0 lbs.	\$25.00	\$25.00
40.1-50.0 lbs.	\$25.00	\$25.00
50.1-60.0 lbs.	\$25.00	\$25.00
60.1 lbs. and over	\$25.00	\$25.00
Crate & Pallet	\$250.00	\$250.00

The Hotel will assess a handling fee (as stated in the table above), per item, which can be billed to either the individual guestroom or credit card. If exhibitors elect to pay handling fees by credit card, they will receive a secure link via Certify to provide account.

**Freight will not be accepted more than three (3) days prior to the show start date of 5/6/26.**

**MATERIAL & EQUIPMENT DELIVERY:**

Equipment must be loaded and unloaded at the north end of the hotel through the loading dock or at the pre-loading dock using the freight lift, operated by the hotel staff at \$45.00 per hour. The Front Door will not assist in delivering Exhibitor materials or be able to lend out carts.

Production Companies that bring equipment via semi-trucks or rental trucks may not park the vehicle on Hotel property. All trucks are to park off property following load-in and remain off property until the time of load-out. Active loading periods only will apply.

**Schedule - Exhibit Set-Up: Wednesday, May 6, 2026: 11:00 am - 1:00 pm**

**Exhibit Hall Hours**

**Wednesday, May 6, 2026** - 2:00 pm – 4:45 pm

**Thursday, May 7, 2026** - 7:30 am to 3:30 pm and reception, 5:30 pm – 6:30 pm

**Friday, May 8, 2026** - 7:00 am - 10:00 am

**No exhibitor may break down before 10:00 am on Friday, without approval by NJBankers Director of Education.**

*We agree to comply with the exhibit regulations, instructions, set-up and dismantle times, and conditions of the contract attached to this application and with all conditions under which facilities are provided to the New Jersey Bankers Association.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

Who should NJBankers contact regarding any exhibiting questions or questions with this application and logistics?

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Sales Representative:

Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_

Email:

Website:

Please indicate your table number preference\*\*\*: (a) \_\_\_\_\_ (b) \_\_\_\_\_ (c) \_\_\_\_\_ (d) \_\_\_\_\_.

*\*\*\*Please Note: Premier Exhibitors will have first preference of exhibit space selection*

We request that our exhibit space not be adjacent or opposite the following probable exhibitor(s):

**Program Guide Marketing Materials**- additional advertising opportunities are available in the Program Guide. For details, please contact Andrea Ganzman at [aganzman@njbankers.com](mailto:aganzman@njbankers.com).

Please attach your company's description as it should appear in the printed program guide (30 words or less)

**RETURN THIS ENTIRE DOCUMENT OR DIRECT ANY QUESTIONS TO**

Cindy Zaccaro at 908.324.4020 or [czaccaro@njbankers.com](mailto:czaccaro@njbankers.com)

**NJBANKERS USE ONLY**    Premier       Endorsed       Member       Non-member

Application Received: \_\_\_\_\_ Table No. Assigned: \_\_\_\_\_

Payment Received: Table \_\_\_\_\_ Attendee Registration: \_\_\_\_\_ Date space confirmed: \_\_\_\_\_

# 2026 Annual Conference and Exhibit Hall Rates

**MUST REGISTER ONLINE**  
[njbankers.com/2026conference](http://njbankers.com/2026conference)

No refunds will be given after *April 15, 2026* but substitutions will be accepted.

EXHIBITOR SPACE FEES	PREMIER PACKAGE (limited to 10)	REGULAR EXHIBITOR FEES (limited to 15)
	Includes: <ul style="list-style-type: none"> <li>• Everything included in Regular Fees <b>PLUS</b></li> <li>• One complimentary registration</li> <li>• Premium Space with F&amp;B daily</li> <li>• First choice of Placement</li> <li>• Company Intro during General Session</li> <li>• Text message during course of event</li> <li>• Social Media advertisement</li> </ul>	Includes: <ul style="list-style-type: none"> <li>• Exhibit Space</li> <li>• 1 6' foot skirted table</li> <li>• 2 chairs</li> <li>• Registration list with emails pre and post event</li> </ul>
Associate Member	\$7,500	\$2,000
Non-Member Exhibitor	\$7,500	\$2,700

Fees include admission to all Association-sponsored sessions, breakfasts, luncheons, receptions and Thursday's Exhibitor Reception.

ANNUAL CONFERENCE REGISTRATION FEES	PREMIER PACKAGE EXHIBITOR	REGULAR EXHIBITOR
Associate Members	1 complimentary	\$1,950 pp Early Bird (non-refundable paid prior to 2/13/26)  \$2,200 pp Regular Refundable Fee
Non-Member Exhibitor	N/A	\$2,450 pp
Guest Registration Fee: Spouse/Partner or Friend who is not in a financial occupation can attend all NJBankers activities	\$750 pp	\$750 pp
Children (under 18)** - Registration is complimentary **Wednesday's Welcome Reception for under 18 - \$75 additional per child	\$75 pp	\$75 pp

