

IBS NEW YORK  
MARCH 13-15, 2022



JACOB JAVITS  
CONVENTION CENTER

## RULES AND INFORMATION

PLEASE READ THE FOLLOWING CAREFULLY BEFORE REGISTERING YOUR GROUP

### STUDENT DAY IS TUESDAY, MARCH 15, 2022

Registrations must be paid in full and received by February 21, 2022 to receive the discounted rate.  
Entrance wristbands will ONLY be mailed for registrations received by February 21.

#### ELIGIBILITY & PRICING

- **ONLY SCHOOL OFFICIALS CAN ORDER STUDENT TICKETS AT THE DISCOUNTED PRICE.** We will NOT accept registrations from students individually if they want to attend at the discounted School Program rate.
- The Student discount is valid for Tuesday, March 15 only. **A minimum of ten student tickets must be purchased in order to get the discounted student pricing of: \$38 by February 21 / \$48 after February 21.**
- Students who show up on any other day must purchase a regularly-priced ticket at the door. **Please make sure your students are aware of this.** Sunday and Monday onsite prices are \$85 per person, per day.
- Covid-19 vaccination is required for entry into the Javits Convention Center. Each person's vaccination card and photo ID will be checked prior to entry. There are no exceptions to this rule and anyone who isn't vaccinated will not be allowed into the building. An official waiver must be signed and brought to the event by each and every student **(or signed by a parent/guardian for students under 18)** who attends the event or entry will not be permitted. See details below.
- To receive entrance materials prior to the show, you must register and pay in full by February 21, 2022. Schools that register after February 21 must pick up their materials at the Javits Center on Tuesday, March 15.

#### ONLINE REGISTRATION

- **Registrations must be made online by February 21, 2022 to receive the discounted pricing.** There will be no onsite registration this year. Visit [www.IBSnewyork.com](http://www.IBSnewyork.com) to pre-register students.
- **Please note, there will be no on site registration for the 2022 event.** All students (and chaperones) are encouraged to pre-register online as we will not be taking student IDs on site and they will not be admitted to the event if they try to register on site. **Online student registration closes March 6, 2022.**

#### IMPORTANT: OFFICIAL WAIVER

Enclosed please find an official Questex LLC waiver. Please make copies and distribute to every student you are registering to attend IBS New York 2022. This waiver must be signed by each student (parent/guardian if under 18), school official, chaperone, et al and brought with them to the event. If a student is under 18, the waiver must be signed by a parent or guardian. All attendees must bring the waiver with them to the Javits Center in order to be admitted in to IBS NY 2022.

**IMPORTANT: No admittance to the event will be granted without a signed waiver. NO EXCEPTIONS.**

#### CHAPERONE ELIGIBILITY & INFORMATION

- Every 10 student tickets purchased entitles the school to one (1) complimentary Chaperone ticket.
- Each additional purchase of 10 student tickets entitles the school to one (1) additional complimentary Chaperone ticket.
- Chaperones can only attend the show on Tuesday, March 15 and **MUST** remain with students at all times while at the show.
- If the school needs to purchase additional Chaperone tickets (in addition to the allotment), please do so by February 21 to get the discounted rate of \$75 per Chaperone. There is no complimentary or discounted Chaperone price after this date and onsite.

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## SCHOOL OFFICIAL ELIGIBILITY & INFORMATION

- Ten student tickets must be purchased to receive three (3) complimentary School Official badges for 3-day exhibit hall entry.
- If the school needs to purchase additional School Official badges (in addition to the allotment), please do so by February 21 to get the discounted rate of \$75 per person. There is no discounted School Official price onsite.

## REGISTRATION & PAYMENT – Online registration closes March 6, 2022.

- The main contact for each school will be emailed a password to log into the online registration site with. Please check the email address you've registered with in the past for your password to register. If you have a question about your password, please email [IBSNYstudents@xpressreg.net](mailto:IBSNYstudents@xpressreg.net) for help with your inquiry.
- To register visit [IBSnewyork.com](http://IBSnewyork.com), select REGISTER, then School Registration. Credit card and school checks are both accepted online. **If you decide to pay by check, please mail it in advance of the February 21 deadline.** Registrations that are still incomplete (without payment) by February 21 will be cancelled.

### • FORMS OF PAYMENT:

- **Credit cards:** Mastercard, VISA and American Express
- **Checks/Money Orders:** School checks, certified checks and money orders only. PERSONAL CHECKS ARE NOT ACCEPTED.

### PLEASE MAKE CHECKS PAYABLE TO: Questex, LLC

Mail check with completed form to: **Questex, LLC c/o CDS**  
**PO Box 959635 • St. Louis, MO 63195-9635**

## ENTRANCE PACKET MAILING

Schools that have registered and paid in full by February 21 will be mailed their entrance packets via USPS Certified Mail the week of February 28 and delivery will be tracked to ensure proper receipt. The shipping and handling fee for this mailing is \$9.00 and is added to each registration automatically. It is the responsibility of the school key contact to keep the materials secure and distribute appropriately.

## GENERAL SHOW INFORMATION

### SHOW HOURS:

SUNDAY, MARCH 13: 9:30am - 5:00pm

MONDAY, MARCH 14: 9:30am - 5:00pm

TUESDAY, MARCH 15 - STUDENT DAY: 9:30am - 4:00pm

### SHOW LOCATION:

Jacob Javits Convention Center

429 11th Avenue

New York, NY 10001

## TERMS & CONDITIONS

- **Cancellation/Downgrade Policy:** Cancellation Terms apply. See online school registration form for details.
- **Mandatory COVID-19 Vaccination:** For greater safety, the Javits Center has instituted a mandatory COVID-19 vaccination policy for all in-person participants at IBS New York 2022. All participants of IBS New York will be asked to provide proof of vaccination and photo ID before entering the premises. Additional details on the vaccine mandate will be provided upon registration. Please visit [IBSnewyork.com](http://IBSnewyork.com) and refer to the FAQs for further details.
- Registering implies consent to use your image in future promotional materials and media coverage.
- No children under the age of 15 are allowed on the show floor or in classrooms, including infants in strollers.
- For questions, please email [ibsnystudents@xpressreg.net](mailto:ibsnystudents@xpressreg.net) or call **508.743.8547**.