

**Company Name:**

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**Contact Information:**

Contact Person		Email	
Company Mailing Address			
Office Phone		Cell Phone	

**Recruiter information:**

**Names of recruiter(s) that will be attending the Career Fair: (If same as contact person disregard)**

Name	Email	Cell Number
1.		
2.		
3.		
4.		

**Information Session:**

Would you like to conduct a 25-min information session describing your organization?	Yes	No
Research Symposium: Will any recruiters be attending the Research Poster Symposium?	Yes	No
Opening Reception: Will any recruiters be attending the opening reception?	Yes	No
If yes, how many will attend the reception?		How many recruiters will attend the interviews?
Will you be conducting on-site interviews?	Yes	No

**Information for the Career Fair Event Booklet and Website**

Company Description: *This information will be included on our web site of registered companies, as well as in the Career Fair Event Booklet so please be as detailed as possible.*

Company Logo: *Please attach an electronic copy of your organization's logo when submitting this form (in tiff format, resolution at least 300 dpi)*

Company Locations:

Disciplines/expertise that your company is recruiting for:

Are you actively recruiting at this time:	Yes	No
Does your company hire non-U.S. citizen:	Yes	No
If no, does your company hire Permanent Resident Aliens (PRAs):	Yes	No
Federal Government Contractor:	Yes	No

**Facility Needs and Special Considerations:**

**Please indicate any special needs if any (AV Equipment, Electrical Access, Handicap Access, Vegetarian Diet, etc.)**