

## **PURCHASE COLLEGE JOB & INTERNSHIP FAIR REGISTRATION FORM**

**Wednesday, March 27, 2019 | 11:30 AM-2:30 PM | Performing Arts Center**

### **Employer Information**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

### **Job and Internship Fair Representative(s)** *(if different from above contact)*

No. of Representatives Attending: \_\_\_\_\_

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name: \_\_\_\_\_ E-mail: \_\_\_\_\_

*(The registration fee includes 2 representatives, \$35 fee for 3<sup>rd</sup> representative.)*

Please indicate information to be included in the **Participant Guide** (address & website are automatically included):

☐ Representative Name      ☐ Contact Name      ☐ Email      ☐ Phone

### **Job/Internship Information** *(attach additional sheet if necessary)*

Your organization's industry: \_\_\_\_\_

*(Ex: Communications, Human Services, etc.)*

Title/Type of position(s) you seek to fill\*: \_\_\_\_\_

*\*Avoid broad titles such as "various positions" and try to include specific titles including the type of opportunity: FT, PT, Freelance, Internship – Paid, Internship – Unpaid, etc.*

**If you are recruiting for internships are they:**

Paid (at least minimum wage) ☐ Unpaid ☐

<b>Registration Fees &amp; Deadlines</b> (Includes: 2 representatives, 4ft table*/chairs/tablecloth, lunch & refreshments)		<b>For-Profit</b>	<b>Not-For-Profit</b>	<b>Your Fees</b>
<b>Early Bird:</b>	Payment by <b>1/31/19</b>	\$150	\$75	\$
<b>Standard:</b>	From <b>2/1/19 – 3/18/19</b>	\$200	\$100	\$
<b>3<sup>rd</sup> Representative</b> <i>(advanced payment required)</i> * 6' table is supplied for 3 reps (limited availability). Max number is 3 reps.			\$35	\$
<b>Access to an electrical outlet is available by request on a limited first come, first served basis after payment has been received. Access to an electrical outlet is not available for the snow date.</b>				Total \$



Contact Jessica Mazzia (914-251-6375) to learn about additional opportunities to promote your organization at the fair.

### **Participant Guide & Web Advertisement**

<b>Business Card</b>	(3 ½ x 2)	\$65	\$
<b>¼ Page</b>	(4 ¼ x 5 ½)	\$95	\$
<b>½ Page</b>	(8 ½ x 5 ½)	\$160	\$
<b>Full Page</b>	(8 ½ x 11)	\$250	\$
<b>Live Link Logo on Purchase JobScore</b>		\$75	\$
<i>Email black &amp; white ad in the dimensions specified to: career.development@purchase.edu</i>			Total \$

**Snow Date: Wednesday, April 17, 2019 | Purchase College Gym**

*Please complete this form and return with check or money order (payable to Purchase College) to:*

**Purchase College, SUNY | Career Development Center | 735 Anderson Hill Road, Purchase, NY 10577**

*For credit card payments, please register through [Purchase JobScore](http://PurchaseJobScore)*

**Refund Policy:** Refund requests must be made in writing by **2/25/2019**.

***No refund is possible after this date (even if the snow date is used.)***