

FRIDAY, MARCH 6, 2009 CPCC CAREER FAIR REGISTRATION FORM

We offer online registration at www.cpcc.edu/career/fair for your convenience. Space at the past two Career Fairs sold out early, so take advantage of this quick registration option to ensure you have a space at this year's fair!

ORGANIZATION INFORMATION

Company name _____

Contact person _____

Mailing Address _____

City _____ State _____ Zip _____

Phone () _____ ext. _____

Fax () _____

Email _____@_____

Website _____

Print names for recruiter nametags. Email additional recruiter names to Christy.Curts@cpcc.edu.

1. _____ 2. _____

REGISTRATION OPTIONS

\$850.00 **Sponsorship**
Before January 8, 2009

\$295.00 **Employer**
Before February 19, 2009

\$150.00 **Non-Profit Agency**
Before February 19, 2009

_____ Federal ID Number

\$350.00 **Late Registration**
After February 19, 2009

_____ x \$12.00 Additional lunches. Two lunches are provided in your registration cost.

_____ Total amount due

TARGET PROGRAMS

What CPCC academic program(s) of study do you wish to target? Please check all the appropriate boxes. **Note:** This information will appear on the Career Fair handout and the Career Fair website.

- | | |
|---|---|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Administrative Support/Office |
| <input type="checkbox"/> Advertising/Graphic Arts | <input type="checkbox"/> Banking/Finance |
| <input type="checkbox"/> Architectural Tech/Interior Design | |
| <input type="checkbox"/> Business/Sales | |
| <input type="checkbox"/> Computer/Information Systems | |
| <input type="checkbox"/> Customer Service | <input type="checkbox"/> Early Childhood |
| <input type="checkbox"/> Engineering Technologies | <input type="checkbox"/> Health |
| <input type="checkbox"/> Horticulture | <input type="checkbox"/> Hospitality/Culinary |
| <input type="checkbox"/> Human Services | <input type="checkbox"/> Public Safety/Criminal Justice |
| <input type="checkbox"/> Trades: Auto, Electric, HVAC, etc. | |
| <input type="checkbox"/> All Programs | <input type="checkbox"/> Bilingual |

DISPLAY NEEDS

- I need electricity.
 I am bringing a large display.

FOR OFFICE USE ONLY

Date received _____ by _____ Total \$ _____

PAYMENT OPTIONS

Online: www.cpcc.edu/career/fair

P.O. # _____

Check # _____

Amount \$ _____

Payment payable to CPCC Career Services

Credit card

Type of card:

Visa MasterCard American Express

Card # _____

Expiration date _____

Name on card (please print) _____

Signature _____

Registration Authorized by:

Printed Name & Title _____

Signature _____

Date _____



COMPLETE AND RETURN TO:

Career Fair Coordinator

CPCC Career Services

P.O. Box 35009

Charlotte, NC 28235-5009

Phone 704.330.6449 • Fax 704.330.6036

Christy.Curts@cpcc.edu

Additional forms available at www.cpcc.edu/career/fair

Thank you for your support!

WHY ATTEND THE CAREER FAIR?

- Traditionally one of the largest in Charlotte
- Over 2,100 participants attended last spring, representing over 60 career fields
- A high-quality pool of candidates
- Community-wide participation
- On-campus efforts include relationships with faculty and student organizations to reach the appropriate candidates
- Immediate, face-to-face contact with targeted candidates
- Extensive advertising across all 6 CPCC campuses and Mecklenburg County utilizing posters, flyers for students, classroom presentations and workshops; advertisements in newspapers, radio and television. Media coverage on CPCC's television station, student and public newspapers. Press releases submitted throughout the months and weeks prior to the Career Fair.

Registration benefits include:

- 6' table with tablecloth and 2 chairs
- Continental breakfast for 2
- Buffet lunch for 2 during Career Fair
- Your website linked on CPCC Career Services website
- Table signage
- Employer's requests for specific academic programs given to every candidate
- Free parking

REGISTRATION OPTIONS

You can register online at www.cpcc.edu/career/fair or fill out the form on the next page.

Sponsorship (deadline January 9)..... \$850.00

Benefits Include:

- All Employer benefits PLUS
- Premium space within the Career Fair
- Two (2) 6 ft. tables, tablecloths
- Your company's name and logo on all marketing and advertising materials
- Recognition in press releases and print materials as a Career Fair Sponsor
- Logos with direct links to your website from our website throughout the College's semester
- Company plaque recognizing Sponsorship

To ensure that marketing materials include your sponsorship information, Career Services must receive payment and camera ready logos no later than January 8, 2009.

Employer (deadline February 19)..... \$295.00

Non-Profit Agencies (deadline February 19)... \$150.00

- Please provide Federal ID number

Late Registration (after February 19)..... \$350.00

- Will be put on wait list unless space is available
- The Career Services staff will make every effort to accommodate late registration, but cannot guarantee signage and employment posting will be complete if included in the Career Fair marketing material.

CAREER FAIR SCHEDULE

Friday, March 6, 2009

8 a.m. – 9:45 a.m.	SET-UP CONTINENTAL BREAKFAST
10 a.m.	CAREER FAIR OPENS
11:30 a.m. – 1 p.m.	LUNCH
2:15 p.m.	DOORPRIZE DRAWINGS
2:30 p.m.	CAREER FAIR CLOSES

GUIDELINES

Employers may **set-up** between 8 a.m. – 9:45 a.m. on Friday, March 6, 2009. Student assistance will be available.

The Career Fair will remain open during **lunch** break. We encourage companies to rotate representatives so that each person will have sufficient time to enjoy lunch in a designated area for recruiters.

Event information will be emailed to the primary contact person when registration is received. Confirmation of payment and an invoice will be emailed once payment is received. Please contact Career Services with any questions.

Those participants needing to cancel their registrations are asked to do so by February 19, 2009. Unfortunately, we are unable to refund registration fees.

DOORPRIZES

All employers are eligible for great prizes awarded at the end of the Career Fair.

LIST YOUR JOBS FOR FREE ON CONNECTIONS

CPCC Career Services online job listing site. Go to www.cpcc.edu/career and click "EMPLOYERS." Call 704.330.6551 for assistance.