



◆541-463-5687 ◆ Fax: 541-463-5230◆ www.lanecc.edu/studentemployment◆

Registration & Invoice Form

Job Fair 2024

Main Campus, Building 19, 1st Floor Lobby

Thursday, May 16, 1:00 PM – 4:00 PM

(Recruiter Check-In and Lunch Starting at 11:30 AM)

Name of Company _____			
Registration Contact Person _____		Title _____	
Mailing Address _____	City _____	State _____	Zip _____
Phone _____	Fax _____	Email _____	
Web Address (your web address will be posted on our website) _____			
Representative 1 _____		Representative 2 _____	
Recruiting for the following Majors _____			

- Attendance Notification:
 Yes, we plan to attend.
 No, we do not plan to attend. Please retain us on your mailing list.
- Please complete this fillable registration/invoice form and return by email, fax, or mail.
- Please submit your **non-refundable** registration/invoice fee by check or [credit card](#).
 (Payable to Lane Community College).
- **Fee includes:** Two lunches, one 3' x 6' table and two chairs, and parking passes.
- Our Federal Tax ID Number is 93-0546223.
- **Special Request:**
 Electrical outlet. Check here if you will need access to an electrical outlet (**please bring your own extension cord**).
- Wall access. Check here if you need a wall behind your table to hang a banner.
- Building 19 has wireless capabilities.

Registration fee calculation:

Gold Sponsorship, by April 5:	\$500 and above	= \$ _____
Silver Sponsorship, by April 5:	\$300-\$475	= \$ _____
Regular Registration, \$175 per table	\$175 x number of tables _____	= \$ _____
<u>Additional</u> lunches please add \$15.00 per person	\$15.00 x _____	= \$ _____
Late fees, after May 1st , please add \$25 per table	\$25 x _____	= \$ _____
Total Amount Enclosed		= \$ _____

Upon receipt of your registration form and payment, a confirmation packet, including a campus/area map, parking permit and additional details will be mailed to you.

For further information, contact Tina Hunter 541-463-5687, huntert@lanecc.edu