



State Representative Janet Cruz's 2018 Job Fair

Presented by
Janet Cruz, Florida State Representative
July 25, 2018

INFORMATION FOR EXHIBITORS

Date: Wednesday, July 25, 2018

Time: 10:00 AM to 2:00 PM

Location: Higgins Hall, 5225 N. Himes Ave, Tampa, FL, 33614-6623

Admission for job seekers is free and an 8 foot table is free to employers.

Exhibitors:

The event exhibition areas at Higgins Hall will be open for installation and preparation after 8:00 AM on July 25th.

In order to keep the event free to companies and job seekers, we cannot supply any materials other than an 8 foot long table. Each exhibition area will have a table and two chairs. We recommend bringing book shelves, display stands, nylon string, tablecloths, scissors, book ends and anything that can facilitate setting up the exhibition. We recommend that all the exhibitors have bilingual information or bilingual people available inside the exhibit if possible. The management at Higgins Hall wishes for you to know that you cannot attach any signs to the walls with tape, tacks, sticky stuff, or anything. Please let us know if you will need electricity and please bring extension cords to use. Please bring your own lunch.

The exhibition needs to be open to the public until 2:00 PM.

In an effort to offer additional information and services to job seekers, we will also invite a very limited number of Community Service Organizations to participate.

DEADLINE:

The deadline for sending in the registration is **July 11, 2018**.

For more information: The office of State Representative Janet Cruz,

Tel: (813) 673-4673 Fax: (813) 673-4675 email: JanetCruzJobFair@gmail.com

THANK YOU FOR YOUR PARTICIPATION AND SUPPORT



State Representative Janet Cruz's 2018 Job Fair at Higgins Hall
REGISTRATION FORM FOR EXHIBITIONS ON July 25, 2018

** Please write legibly*

ORGANIZATION: _____

TYPE OF ORGANIZATION: _____

CONTACT PERSON: _____

ADDRESS: _____

PHONE NUMBER: _____ **CELL:** _____

EMAIL ADDRESS: _____

DO YOU NEED ELECTRICITY? _____

DO YOU HAVE A LARGE BANNER (LONGER THAN THE BOOTH (8ft))? _____

OTHER INFORMATION: _____

IMPORTANT INFORMATION:

1. **YOU ARE NOT REGISTERED UNTIL YOU RECEIVE A CONFIRMATION EMAIL.** Space is limited! Booths are assigned on a first come, first serve basis.
2. The exhibitors are in charge of the operation of the exhibition area during the event. The presenters of the West Tampa Community Job Fair are not responsible for any missing/damaged or stolen items/property.
3. The exhibitors are in charge of having the exhibition open from the time the event starts until it ends at 2 pm.
4. It is clearly understood that the company will have the necessary people to run the exhibition.
5. The exhibitors are in charge of leaving the exhibition area and table clean and in good condition.
6. Exhibitors understand that they'll need to bring tablecloths or any draping they wish to use. Only the one 8-foot table will be furnished.
7. By signing this, I, as exhibitor of this event, agree to abide by the rules and regulations of the event and the event facility and agree to notify any other person participating in my exhibition.

Exhibitor's Signature: _____

Print Name and Title: _____

Date: _____

NOTE: Registration due date July 11, 2018. Please return ASAP to reserve a booth. Thank you.

PLEASE RETURN THIS APPLICATION by mail, fax, or email.

Mail
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 Tampa, FL 33607-6228
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