

Dear Employer,

We are pleased to announce our 2010 Career and Summer Job Fair. This event will be held on Tuesday, February 23, 2010. Here is some essential information:

To register:

Go to [SUU CareerNet](#) and enter your username and password. For first time users on our site please click on the words in blue “Click here to register” just below the login button. Enter the name of your company in the box “Find your organization.” If your organization does not appear below the box, then you will need to click on the button titled “Can’t Find Your Organization?” Fill out the information and once you have completed the online form it will send a message to me that you are pending and need to be activated. Once you have been activated, you will be able to register for the event. When you log in click on career event, click on “Career Fair” under Category and then click on search. Click on the word “Register” in blue on the right side. Fill out the registration form and pay.

If you forgot your username and/or password let me know.

Payment methods:

Credit Card: Visa, MasterCard and American Express

On Monday February 22, 2010 we will be hosting a “Greet and Meet” where you, the employer, will be able to meet faculty & staff members from across our campus. It will be held in the meeting room of the SpringHill Suites by Marriott from 4:30 pm – 7:00 pm. Light refreshments will be served.

We have negotiated special pricing at the Marriott SpringHill Suites. You must book your hotel stay through the website & enter the Group Code listed below in order to get this great rate. If you stay at this property, you will be entered to win a free registration for a single booth at the 2010 Fall Career Fair. You must book your stay by February 08, 2010.

*****If you are not the person attending the event please forward this message on to the appropriate person. We want to ensure that everyone is aware of the Meet and Greet.**

SpringHill Suites by Marriott \$69.00 a night + tax

1477 S. Old Hwy 91
Cedar City, UT 84720
Phone: (435) 586-1685
Fax: (435) 586 – 1686

To take advantage of this great room rate click on the [hyperlink](#) or enter the group code listed below.

Enter Group Code:

[King Suites](#) = scfscfa

[2 Double Suites](#) = scfscfb

To read about the hotel amenities and fact sheet [click here](#).

The Fair will be held in the Ballroom of the Sharwan Smith Center from 10:00 a.m. – 2:00 p.m. Since many students may plan to visit during the lunch hour, you should plan to staff your table during that time. You may wish to stagger your lunch time accordingly.

If you have any questions please call Michael Carmine at 435.865.8035 or carmine@suu.edu. We look forward to your visit.