



Ontario, Seneca, Yates and Wayne Counties

February, 2010

Dear Business Manager:

You are invited to participate in the 12th Annual Finger Lakes Spring Job Fair.

DATE: Thursday, March 25, 2010

TIME: 1:30 PM – 5:00 PM

PLACE: Ramada Geneva Lakefront

Our current economically challenging times have affected many individuals with high quality skills, skills that could be transferable to your business. This job fair provides an excellent opportunity for you to meet these individuals for current and anticipated job openings within your company or organization.

Each participant is provided with a six-foot table and two chairs. If you have any other needs, such as an electric outlet, please indicate them on the registration form under comments.

Please complete the Registration Form and return it with your registration fee by Thursday March 11, 2010. You will receive a Fast Fax Job Order form with your confirmation letter. Completing the Job Order form will enable us to profile your openings in our advertising. We will again use the ballroom and two additional conference rooms. However, space is limited. **Get your reservation in early if you want to be in the ballroom!**

We are looking forward to seeing you at the Finger Lakes Spring Job Fair on March 25, 2010. If you have any questions, please contact Cindy DePauw, Ramada Geneva Lakefront, at 315-789-0400 or Karen Blankenberg, NYS Department of Labor at (585) 258-8843.

Sincerely,

Finger Lakes East JSEC
New York State Department of Labor

Enclosure

Equal Opportunity Employer Program. Auxiliary aids are available upon request for individuals with disabilities.



REGISTRATION FORM – FINGER LAKES SPRING JOB FAIR

Date: **Thursday, March 25, 2010**
Time: **12:30 PM – Arrival and Set Up**
1:30 PM – 5:00 PM Job Fair
Place: **Ramada Inn Geneva Lakefront**

RESERVATION DEADLINE – Thursday, March 11, 2010



Enclosed is my registration and check for the **Finger Lakes Job Fair**
\$100 Registration Fee enclosed \$ _____

We give permission to the sponsors of the Finger Lakes Job Fair to use our name when advertising the Finger Lakes Spring Job Fair through the media.

PLEASE PRINT

COMPANY NAME _____

PRODUCT OR SERVICE _____

COMPANY ADDRESS _____

CONTACT PERSON _____ E-Mail _____

TELEPHONE NUMBER _____ FAX NUMBER _____

Comments (other needs) _____

Make check payable to Finger Lakes East JSEC.

Return Registration Form and Registration Fee by March 11, 2010 to:

Finger Lakes East JSEC
PO Box 620
Newark, NY 14513

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