



Please return this form no later than September 11th
 By FAX: ATTN: Aslihan Spaulding (309) 438-5653
 By E-mail: Spaulding@IllinoisState.edu

AGRICULTURE CAREER DAY RESERVATION FORM
September 18, 2017
9:00 a.m. - 1:00 p.m.
Brown Ballroom of the Bone Student Center

We will attend the 2016 Ag Career Day	<input type="checkbox"/> YES <input type="checkbox"/> NO
Company Name	
Contact Person's Name	
E-mail Address	
Company Website Address	
Telephone Number	
Mailing Address	
Name(s) of Person(s) Attending	
Please list names of individuals who will need Name Badges.	
If you any dietary restrictions, please tell us.	
Will you need an electrical outlet?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Each exhibit area will have one 6 or 8 foot table and one chair. Do you have additional requirements?	
Will you need an Interview Room?	<input type="checkbox"/> NO <input type="checkbox"/> YES If checked yes, Date, Time, and Number of Rooms needed:
Do you want to share a video file promoting your company? If you do, please send the file to Dr. Aslihan Spaulding (Spaulding@IllinoisState.edu).	<input type="checkbox"/> YES <input type="checkbox"/> NO
Please provide a short COMPANY OVERVIEW to be included in our promotional materials for the event.	
Which of the following position types are you recruiting for?	<input type="checkbox"/> Paid Internship <input type="checkbox"/> Unpaid Internship <input type="checkbox"/> Part-time employment <input type="checkbox"/> Full-time employment <input type="checkbox"/> Other (please specify)

The Department of Agriculture sponsors Agriculture Career Day with funds donated to our Agriculture Alumni Association. If your business wishes to make a donation to help defray the cost of those placement activities, please follow the instructions below and return this form with the donation to Dr. Rick Whitacre.

1. Make checks payable to: ISU Foundation
2. Note on the check or accompanying letter that the donation is for Department of Agriculture placement activities.
3. Complete this form.
4. Mail this form and donation to:
Dr. Aslihan Spaulding
Department of Agriculture
Campus Box 5020
Illinois State University
Normal, IL 61790-5020
5. Thank you for your donation.

Your donation decision does not affect our desire to have your business represented at Agriculture Career Day or other events on campus.

Amount of Donation	
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