

Spring 2010 Career Fair February 11, 2010

Fair Date: February 11, 2010
Time: 10:00 am - 2:30 pm
Location: Trousdale Parkway, USC Campus

- Please note that a **MAXIMUM** of FOUR (4) recruiters are allowed throughout the day due to space constraints along the high-traffic area of Trousdale Parkway. TWO (2) recruiters are included in the standard registration price, and a maximum of two (2) more may be added at the time of registration for an additional \$30 each.
- Cancellations received on or before **January 27, 2010** will be fully refunded. **Cancellations made on or after January 28, 2010 will still be responsible for their registration fees.**
- Continental breakfast and boxed lunches will be provided for all registered participants.
- This is an **OUTDOOR EVENT**, so we suggest you bring paperweights for your materials. February can be chilly, so please dress accordingly. This is a rain-or-shine event!
- **We suggest arriving on campus between 8:00 am and 9:00 am** to allow plenty of set-up time for your materials. There will be a "Check-in" tent near the Tommy Trojan statue at the south end of Trousdale Parkway.
- Parking is located at the **Parking Center**, just off-campus on Jefferson Blvd. and Hope St. **Only TWO (2) pre-paid parking spaces are included per registration.**
- USC Transportation trams will be provided from the Parking Center to campus. Important: You will get off at the 2nd tram stop in front of the JEP building and Trousdale Parkway. Trams run about every 10 minutes. **You will only be allowed to transport materials you can carry on your lap.** Trams will also be available to go back to the Parking Center following the Fair. Return to the same tram stop you were dropped off at in front of the JEP building and Trousdale Parkway. **Only get on the tram labeled "The Parking Center".**
- Brochure, job descriptions and business cards are great tools for students to keep in contact with you and learn more about your organization. **If you are using display materials, you MUST ship them in advance.** We will deliver them to your table the morning of the Fair.
- **NOTE: We cannot accommodate electrical equipment.**
- **Boxes, packages and display materials must ARRIVE at least THREE business days before the Fair.**
- **Beginning on January 11th (do not send prior to this date) please send all materials to:**
 Speedy's Moving Company
 9930 Jefferson Blvd
 Culver City, CA 90232

On EVERY box, affix a label that reads: USC Career Fair, [Your Company Name], Box # ___ of ___ Total # of Boxes. Speedy's is open from 9:00am - 6:00pm (M-F) and cannot accept packages before or after these hours.

- If you want materials shipped back to you after the fair, please enclose a completed pre-paid shipping label on each box or bring the completed labels to the Fair.
- Disclaimer: The USC Career Planning & Placement Center will not be held liable for any damaged or missing displays and/or packages shipped for the Fair.
- Advertise your participation in the *Daily Trojan*, USC's student newspaper. This is an effective way to draw particular majors to your table at the Career Fair. Contact the *Daily Trojan* at (213) 740-2707.
- For questions, please contact Mia Deterding at (213) 740-9112 or e-mail deterdin@usc.edu.

Follow-up the **Career Fair** with
On-Campus Interviews!

Allow us to make interviewing with
 our talented students easier.
 For further details, please contact us at
 (213) 740-9105.