DATE: August 22, 2008

TO: Participants, 2009 SED Career Fair

FROM: Professor Gregg A. Coyle, Internship Coordinator

RE: 2009 Career Fair

The College of Environment and Design has completed plans for our 2009 Career Fair to be held at the Classic Center, 300 N. Thomas Street, Athens, GA, February 9th & 10th of 2009. This is your invitation to attend this fair.

2009 Career Fair Itinerary

Monday February 9
11:00am - 4:30 pm Firms arrive and set up company displays including audio visuals. Each firm will have a booth.
5:00 pm - 6:30 pm Beverages, hors d’oeuvres and cash bar in Cypress Room 1 of Foundry Building.
6:30 pm - 9:30 pm Students will arrive to peruse the participating firms and sign up for interviews in two segments.
  • 6:30 pm – 8:00 pm-Internship Students
  • 8:00 pm – 9:30 pm-Entry Level and Graduate Students

Tuesday February 10
8:30 am - 5:30 pm Interviews take place in the same space. Beverages and snacks will be available all day.

The fee for participation in this event is **$400.00 per firm.** A registration form is attached. Please complete and return to Audra Lofton, College of Environment and Design, 609 Caldwell Hall, Athens, GA 30602 by **Friday, November 7, 2008.** The fee for participation **after November 7, 2008** is **$450.00 per firm.**

For any special electrical/internet, etc. needs you may have, please go to [www.classiccenter.com](http://www.classiccenter.com), click on Event Services, then Exhibitor Information. Return the special requests form directly to the Classic Center. Your firm is responsible for additional costs for special requests payable directly to the Classic Center. **Please make your arrangements prior to arriving at the Classic Center.** The College of Environment and Design assumes no cost for special requests including electrical needs.

A block of rooms has been reserved at the Hilton Garden Inn located directly across Thomas Street from the Classic Center. The cost of a room is $119.00 per night. Deadline for making a reservation (within the guaranteed block) is January 18, 2009. You should call the hotel directly and use the **Group Code SED Career Fair** to make your reservation.

Hilton Garden Inn: 706 353 6800
Toll Free 1-877-STAY-HGI
390 E Washington St, Athens, GA

**Please complete and return the Registration Form by Friday, November 7, 2008.**

We appreciate your participating in our Career Fair and supporting our students!