



Employer / Exhibitor Registration Form

Job Fair Registration \$500 +GST (\$150 +GST for Service Provider - Non-Recruiting**)

- Deadlines and Fees to register for the 2022 Central Alberta Fall Job Fair:
 - **Early Bird Registration Deadline is August 10, 2022 at 4:30pm with a discounted fee of \$400 +GST** (this is a \$100 savings!)
 - **Final Registration and Payment Deadline is September 6, 2022 at 4:30pm** for a guaranteed booth
- **Registration fee includes:**
 - 10x10 employer booth with one table, two chairs and power (**must be requested on attached form**)
 - FREE PARKING is available for both employers & participants
 - **EMPLOYER LUNCH AND NETWORKING SESSION:** This session will be from 10:30am to 12:00pm and 2 lunch tickets will be included with each booth. Additional lunch tickets are available for \$25 +GST and must be purchased in advanced.
 - Your company name, web address and job vacancies will be posted on the Job Fair's promotional web page (www.centralalbertajobfair.com). This promotion will give job seekers the opportunity to see which employers and what jobs will be available at the event.
 - Comprehensive marketing via social media and print material distribution
- **CHECK-IN AND SETUP:** Facilities will be open for check-in and setup at 9:00am
- Please complete this form and email it to Career Assistance Network at: jobfair@rdcan.ca, to register for the Job Fair.
 - You will be contacted shortly after you submit your registration to ensure the accuracy of your information and to arrange payment of the registration fee. Our goal is to develop an accurate and current database of available jobs in the area.

Registration Sign-up

- Yes, I want to register for the 2022 Central Alberta Fall Job Fair – Early Bird Registration (**\$400 +GST**)
- Yes, I want to register for the 2022 Central Alberta Fall Job Fair – Service Provider / Employer: Recruiting (**\$500 +GST**)
- Yes, I want to register for the 2022 Central Alberta Fall Job Fair – Service Provider: Non-Recruiting** (**\$150 +GST**)

***"Service Provider – Non Recruiting" rates include companies, education and training providers that are ONLY promoting FREE services, programs and volunteer opportunities at the 2022 Central Alberta Fall Job Fair. If your booth is recruiting for employees or offering paid services during the event, you will be invoiced for the Service Provider / Employer – Recruiting registration fee of \$650.00*

Business Details

Business Name: _____

Contact Name: _____

Mailing Address: _____

Phone: _____

Email: _____

Website: _____

What industry do you represent? _____

e.g., health, retail, education, oil & gas, etc.

How many lunch tickets do you require? Please note two tickets are included within the registration fee. Additional lunch tickets are available for \$25 +GST each.

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Do you require power for your booth? Please note we have limited power booths and distributed of power booths is considered on a first come, first serve basis at this time.

Yes

No

Job Opportunities

Please describe the job opportunities, including the number of positions available, at your organization:

Do you offer

- Part-time / Flexible work
- Low / Light Lifting work
- Seasonal Work Hours
- Virtual / Hybrid work

Yes
Yes
Yes
Yes

No
No
No
No

What groups are you interested or focused on hiring at the job fair (check all that apply)?

Youth (18 – 25)
Recent Graduates
Immigrants/Refugees
Indigenous
Other, please specify

What prompted you to register to attend the Job Fair (check all that apply)?

Personal invitation
Previous Participant
Marketing Ads
Other, please specify

Terms of Use

The information collected on this form is intended for use at the upcoming 2022 Central Alberta Fall Job Fair and may be used by the agencies directly or indirectly involved in the event, specifically Career Assistance Network. You will be contacted by Career Assistance Network regarding your involvement in the Job Fair. You also agree to have your company name, website and vacancies posted for job seekers to access for additional information (your specific contact information will not be available to job seekers). Your privacy is important to us and your information will not be shared with any other individual or organization not involved in the job fair.

Thank you for participating in our upcoming job fair. Your final registration will not be complete until you have been contacted by the event organizers. Approval of your registration will be contingent upon payment of all fees.

Career Assistance Network or its agents reserve the right to refuse any registration and refund any deposit or fee.

I _____, have read, and agree, to the above Terms of Use.

SIGNATURE

DATE

For more information, please contact Career Assistance Network at (403) 341-7811 or by email at jobfair@rdcan.ca