Albany Job Fair

Albany Job Fair Registration Form

Open to the public: 9am - 3pm April, June, Oct | 1pm-5pm May, July, Sept | 9a-1p Nov
Holiday Inn Express & Conference Center, 400 Old Loudon Road (Rt 9) Latham NY 12110
*November 6 at ESP (the Egg) Saturday 9a-1p

Company Name:_____
Contact:_____Title:_____
E-mail:_____Website:_____
Address:_____
City/ State/Zip: _____
Phone:_____Cell:_____Fax:_____

☐	**Recruiter Tables are 6' and include Drape, Skirting, Chairs** Also includes: Power (Latham only), WiFi, 2 Lunch Tickets, Online Job Fair, Listing on Website, inclusion in Online Ads, inclusion in all print ads, multiple Facebook posts, inclusion in all Social Media April, June & Oct 9am-3pm | May, July, Sept 1pm-5pm Nov 6 at Empire State Plaza Sat 9am-1pm (+$50 for power) Tables are invoiced 60 days in advance, payment due net 30 Online Job Fair Featured Posting (6 months) Online Job Fair Featured Posting (12 months)	**April 14 9a-3p $895** **May 12 1p-5p $895** **June 16 9a-3p $895** **July 14 1p-5p $895** **Sept 8 1p-5p $895** **Oct 6 9a-3p $895** **Nov 6 9a-1p $895** **April-Oct Latham $4,995** **April- Nov (7 dates) $5,595** **6 Mo. Online Job Fair $150** **12 Mo. Online Job Fair $250**
☐	**2026 Sponsorships are Available for each date – please specify month/s**	
☐	**Water Sponsorship** **Coffee Sponsorship** **Breakfast Sponsorship** **Recruiter Door Prize Sponsorship** **Sponsor w/6mo Online Job Fair Included**	**$200** **$200** **$250** **$200** **$2,500**
☐	Scan Copy of All Early Resumes Collected and at Registration:	**Included**

*2 Lunches are included with paid Table Reservations. Additional lunches are $10 and need to be prepaid.

This application will become a binding contract upon acceptance by the above listed parties. Reservations must be prepaid or include PO# 30 days in advance to hold table. There are no refunds. You can push your reservation to future date with 30 days' advance notice. See Rules & Regs for details: https://albanyjobfair.com/rules-regulations/

Method of Payment: ☐Check ☐Purchase Order ☐Credit Card
Payment Options: **Payment in full is required to reserve your table.**

Name_____ Credit card #_____

Billing Address: _____ Exp Date: _____ CVV Code: _____

City: _____St_____ Zip_____ Recruiter Signature: _____Date:____

Send Completed forms to: scan/email to: Darcy@AlbanyJobFair.com eFax: 718.732.2363

Snail Mail: Darcy Knapp, Albany Job Fair, PO Box 368, Altamont NY 12009
Please make checks payable to Albany Job Fair or event host: Darcy Knapp Consulting, Inc

Questions: Darcy@AlbanyJobFair.com Phone: (518) 872-1707 or Text Darcy's Cell: (518) 366-1707