

# Career Fair & Events Logistics & Information

**Location/Parking:** Typically career fair are held in the Cafeteria in Building B, located at 2000 Fifth Ave., River Grove, IL 60171. Parking is **FREE**.

**Registration includes** One 6-ft table, table signage and coffee service in employer lounge area.

**Employer setup** begins at **30 minutes before the fair**; Volunteers will be available to help employers carry materials into the fair

**Tables will be assigned to employers.**

**Students will be provided with a company list before the fair.**

**Shipping materials:** Employers are welcome to bring marketing materials and giveaways for candidates. If you need to ship materials to us, please email us so we know to look for your package. Packages must be received by the week of the event. Don't forget to include a return shipping label and to ensure items arrive prior to the event. The address for shipping is:

Triton College Career Services,  
2000 Fifth Ave., Building A -204  
River Grove, IL 60171

## **Event Fees\***

**General:** \$75

Not-for-profits: FREE

\* Fee includes free Wi-Fi, free flyer circulation, one 6-ft table, table signage and coffee service in employer lounge area.