## SPRING 2019 TEXAS A&M UNIVERSITY EDUCATION CAREER FAIR INVOICE
### MONDAY, APRIL 8, 2019

Register Online: [http://educationcareerfair.tamu.edu/recruiting-entity-registration](http://educationcareerfair.tamu.edu/recruiting-entity-registration)

### Registration is due by Friday, March 15, 2019.
- $200 per booth (1 table with 2 chairs and breakfast for 2 recruiters)
- After Friday, March 15th - Cancellations will not be refunded.
- Saturday, March 16th through Friday, March 22nd - Late registration will be $250.
- After Friday, March 22nd, recruiting entities may still attend.
  - Payment ($250) will be collected at the event.
  - Entity will not be printed on the event map.
  - Booth may not be placed with entities in same geographical area / ESC region.
  - Booth may be located in an over-flow room due to available floor space.

### Payment Options:
- Purchase Orders are no longer accepted.
- Online credit card and web check payments are preferred.
- If mailing a check, please include a **completed** invoice.
  - **Checks must be postmarked by Friday, March 15, 2019.**
  - Make check payable to: TAMU
  - Mail to the attention of:
    - Education Career Fair
    - Texas A&M University
    - Department of Teaching, Learning and Culture
    - 4232 TAMU
    - College Station, TX 77843-4232

**Once payment is received, an order confirmation/receipt will be emailed to the contact listed on the registration.**

**The contact and recruiter listed will receive event details via email the week prior.**

<table>
<thead>
<tr>
<th>District/Organization:</th>
<th>Campus Name (if applicable):</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td><strong>ESC Region #:</strong></td>
</tr>
<tr>
<td><strong>Telephone #:</strong></td>
<td><strong>Date:</strong></td>
</tr>
<tr>
<td><strong>Contact Name:</strong></td>
<td><strong>Contact Email:</strong></td>
</tr>
<tr>
<td><strong>Recruiter Name:</strong></td>
<td><strong>Recruiter Email:</strong></td>
</tr>
</tbody>
</table>

**$200 registration consists of a booth (1 table and 2 chairs) and breakfast for 2 recruiters**

<table>
<thead>
<tr>
<th>Number of booths ($200 each):</th>
<th>Electricity ($30 per booth, optional): Yes / No</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total number of recruiters attending:</strong></td>
<td><strong>Number of additional recruiters ($25 each):</strong></td>
</tr>
<tr>
<td><strong>If more than 6 recruiters will be attending, a second booth is required at $200.</strong></td>
<td><strong>Total costs:</strong></td>
</tr>
</tbody>
</table>

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* Purchase Orders are no longer accepted.  
Complete this form and present to your organization’s business office. Use the link above to register/pay. Once a completed registration/payment is received, an order confirmation will be emailed to the contact person provided.