

COMMUNITY JOB FAIR



Fall 2010 Community Job Fair
Thursday, September 23, 2010
10:00 a.m. – 4:00 p.m.
Greensburg Community Learning Center

To Whom It May Concern,

KB Specialty Foods and Decatur County EcO15 invite you to participate in the Fall 2010 **Community Job Fair**.

The Community Job Fair will take place on **Thursday, September 23 from 10:00 a.m. – 4:00 p.m.** at the **Greensburg Community Learning Center**.

There is no cost for your business to participate and it is a great opportunity to serve our community and those residents who are exploring job and education opportunities.

If you have any questions or comments, please feel free to contact Kelly Caudill at kelly.caudill@kroger.com, or me at denise.butz@kroger.com or (812) 662-3326.

Booth space must be reserved NO LATER than August 28th. Booth space will be reserved on a first come/first serve basis. To reserve your booth space, simply complete the attached form and fax it back to (812) 662-3329.

Sincerely,

Denise Butz

Denise Butz
HR Assistant

INFORMATION OVERVIEW



Date: September 23, 2010

Time: 10:00 a.m. – 4:00 p.m.

Location: Greensburg Community Learning Center

Items provided:

- Table
- Chairs
- Lunch
- Electricity (If you need access to an electrical outlet, please indicate this on your Participation Form). You are responsible for providing your own extension cord.

Set-up time: You may set up from 8:00 a.m. – 9:30 a.m. Your booth **MUST** be set up **no later than 9:45 a.m.** or the table for your booth will be taken down. You may not tear down your booth before 4:00 p.m. Please make sure everyone working your booth understands this.

Parking: Vendor parking will be located in the lot located across from the Greensburg Junior High School. This parking lot is located on Central Avenue and will be visibly marked as vendor parking the day of the event.

When you are unloading your items, you may park by the back entrance of the Greensburg Community Learning Center. This entrance can be accessed via Hendricks Street. If you are heading south on Lincoln Street, you will turn left onto Hendricks. After unloading, please move your vehicle to vendor parking.

Lunch: Lunch will be provided for all vendors. Please specify how many will be attending lunch on the Participation Form.

How to participate: Fax the Participation Form to (812) 662-3329.

PARTICIPATION FORM



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10:00 a.m. – 4:00 p.m.
Greensburg Community Learning Center

Business: _____

Specialty of Business: _____

Contact Name: _____

Telephone Number: _____

E-mail Address: _____

Number of lunches: _____

Booth Information:

- Do you need access to an electrical outlet? YES NO
Do you need access to the internet? YES NO
Do you need extra chairs? YES NO _____ #
Do you need a breakout room for interviews, etc.? YES NO

Our business plans on having an interactive booth and requires additional space _____

NOTES:

Please return via fax to (812) 662-3329 NO LATER than August 28th .

**Questions/Comments: Contact Kelly Caudill at kelly.caudill@kroger.com or
Denise Butz at (812) 662-3326 or denise.butz@kroger.com.**