

FINAL EVENT DETAILS - IMPORTANT- PLEASE READ!!
(IF YOU ARE NOT THE EVENT ATTENDEE, PLEASE FORWARD AS APPROPRIATE)

Employer Information
Spring 2023 Fulton Schools Career Fair @ Tempe

Thank you for participating in the Engineering Career Fair on Tuesday, February 14th and/or Wednesday, February 15th!

If you are also attending the career fair on February 16th @ Polytechnic, you will receive a separate email with event details for that location.

In general, we invite you to dress professionally and comfortably, and please bring a re-fillable water bottle to stay hydrated.

COVID PROTOCOLS

Please follow current CDC guidelines at www.cdc.gov. Follow safe practices such as wearing a mask, using hand sanitizer, and avoiding overcrowding. Students may not wish to shake hands.

LOCATION/DIRECTIONS

Arizona State University, Tempe, Memorial Union (MU), 2nd Floor Ballrooms
301 E Orange St., Tempe, AZ 85281
Interactive Map: <http://www.asu.edu/map/interactive/>

HOURS/AGENDA

The main event will be held at the Memorial Union from 11:30 a.m. - 5:00 p.m., with the Dean's Welcome starting at 11:00 a.m. The agenda is as follows:

Shuttle operates to and from the Rural Road Parking Structure and the Memorial Union from 8:30am-6:30pm.

Employer Check-In & Set-Up: 9:00 a.m. - 10:30 a.m. in La Paz (MU 242)
Dean's Employer Welcome: 11:00 a.m. - 11:30 a.m. in Pima Room (MU 230)
Employer Hospitality: Open 10:30 a.m. - 3:00 p.m. in Apache & Navajo (MU 238 & 240)
Career Fair Open: 11:30 a.m. - 5:00 p.m.
Booth Breakdown: 5:00 p.m. - 5:30 p.m.

EVENT PARKING/SHUTTLE SERVICE **Important - Please Read!!******

Parking is limited for this event! We strongly encourage you to carpool & allow additional time for travel.

Event parking is located at 1100 S. Rural Road, Tempe, AZ 85287, which is on the southwest corner of Rural Road and Terrace Mall in the [Rural Road Parking Structure](#) (see map on last page). Parking is limited to 2 spaces per employer registration. We ask that all attendees carpool whenever possible. **Enter the Rural Road Parking Structure from Terrace Mall.**

Look for our Shuttle Service pick up area on the west side of the parking structure. Shuttles will transport you and your belongings to Memorial Union (MU) for the fair. Please add additional travel time to your schedule and plan to arrive early to avoid

longer wait times. **Shuttle Service to and from the MU will be available from 8:30 a.m. - 6:30 p.m. Parking validation is for the Rural Road Parking Structure ONLY.** We will not validate for other ASU parking lots or structures. You may also walk from the parking structure to the Memorial Union.

UNEXPECTED DELAYS

Road construction is always a factor in Tempe and the greater Phoenix area. For the latest information on any significant traffic closures around ASU, please check <https://www.az511.com/map> prior to your departure.

SHIPPING INSTRUCTIONS

Shipments will be accepted **between 1/30/23 and 2/10/23**. Indicate the date(s) you are attending (2/14, 2/15 at Tempe and/or 2/16 at Polytechnic) on your shipping label. Ship all items to Tempe. ASU Mail Services will sort by date and location.

Ship all items to:

C/O Jennifer Shiffer-Mail Services/Tempe Campus
ASU Fulton Engr Career Fair
(Date(s) Attending)
Company Name
734 W. Alameda
Tempe, AZ 85282

Please note: Items received after February 10, 2023 cannot be guaranteed to be delivered to the event. Bring your own return shipping labels.

DISPLAY SIZE LIMITS & LINE MANAGEMENT VOLUNTEERS

Displays should occupy a space which fits on a 6' x 3' table purchased through registration. An excessively large booth setup may be subject to additional charges or may not be permitted to be installed. Each employer should be respectful of neighboring employers by staying within their designated space allocation. To assist in these efforts, Line Management Volunteers will be assigned to some employers to help maintain orderly lines and address encroachment issues. There is no electricity.

HOTEL INFORMATION

For your stay, the Tempe Convention and Visitors Bureau website contains a comprehensive list of local hotels/motels and attractions. Please keep in mind that Phoenix is hosting the Superbowl, and make your hotel reservations in advance. More options are also available at: <http://www.tempetourism.com/accommodations/>

CAPACITY

This signature event draws an extremely large crowd. We must adhere to fire codes by keeping aisles clear and monitoring room capacity. The fire marshal reserves the right to close the event at any time.

PAYMENT INFORMATION

Event fees were due upon receipt of confirmation email or no later than January 31, 2023. If paying by check, please make payable to:

Arizona State University, Fulton Schools Career Center and mail to: Attn: Career Fair Payments, Ira A. Fulton Schools of Engineering, Arizona State University-Fulton Schools Career Center, P.O. Box 875811, Tempe, AZ 85287-5811.

CANCELLATION FEES

Per your registration information, there is no cancellation fee if you cancel your registration 14 business days prior to the fair date. Cancellations after this deadline, must pay the full amount.

CONTACT

For additional questions, contact the Fulton Schools Career Center at (480) 965-2966.

We look forward to seeing you at the fair!

Employer Relations Team
Arizona State University, Fulton Schools Career Center
(480) 965.2966 | (480) 965.2910 fax | <http://engineering.asu.edu/career/>

SCROLL DOWN – PARKING MAP and MU Map Below!

Spring 2023 Fulton Schools Career Fair Event Parking & Shuttle Service Map



Please share this info with all fair attendees from your organization



Event registration includes parking for Rural Road Parking Structure ONLY.

Event Parking:

Please park in Rural Road Parking Structure at the southwest corner of Rural Road and Terrace Mall (1100 S. Rural Road, Tempe, AZ 85287).

Enter the structure from Terrace Mall. Our Shuttle Service pick up point is on the west side of the parking structure. They will then transport you by van to the Memorial Union (MU) for the fair. Please add additional travel time to your schedule and plan to arrive early to avoid longer wait times. **Shuttle Service to and from the MU will be available from 8:30 a.m. - 6:30 p.m.**

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Welcome to Memorial Union

