

Prospective Employer Attendee:

Dear Employer,

It is with great pleasure that the Hardin County Chamber of Commerce and the Kentucky Career Center-Lincoln Trail, cordially invite your organization to participate in our Regional Job and Career Fair. The event will be held at the Pritchard Community Center, 404 South Mulberry, Elizabethtown, KY 42701 from 10 a.m. to 3 p.m. on October 19, 2017. Based upon the success and valuable lessons we learned from our valued participants at previously conducted job fairs, this upcoming event promises to be bigger, better, and the paramount job fair in the region. Registration fee is \$250. To ensure sufficient time to include your company's advertisement, registration forms must be received by October 6, 2017. As an incentive, employers who register to participate by October 6, 2017 will have a discounted registration fee of \$200.

With Fort Knox only 17 miles from Elizabethtown and over 29,000 veterans residing in this area, employers will have an excellent opportunity to recruit members of the military who have fulfilled their service obligation. A proven, superb, work ethic of discipline, dependability, loyalty, and service to our nation, make the Veteran an outstanding potential employee. Also, our community has many quality job seekers from local colleges and high schools. Advertising efforts will include Newspaper, Radio, Web, and Facebook.

Should your organization wish to participate in this wonderful event, please fill out the enclosed/attached Job & Career Fair Entrance Form, make payment to the Hardin County Chamber of Commerce, and submit them to us at the address listed on the registration form. The fee includes use of facilities, advertising, two free lunches, WI-FI and refreshments.

Please feel free to direct any job fair questions to Helen Miles at (270) 765-4334 or email at helen@hardinchamber.com or Jennifer Carman at (270) 234-5832 or email at jennifer.carman@ky.gov

***Respectfully,
Helen Miles
Hardin County Chamber of Commerce***

JOB & CAREER FAIR ENTRANCE FORM

Yes, our organization would like to participate in the Regional Job & Career Fair Expo conducted at the Pritchard Community Center on October 19, 2017 in Elizabethtown, Kentucky. Please find enclosed the non-refundable entrance fee of \$200 if paid by October 6, 2017 or \$250 if paid after October 6, 2017 payable to the Hardin County Chamber of Commerce.

Company Name: _____

Address: _____

Phone Number: _____ **FAX:** _____

Need:	Electricity	Yes _____	No _____
	Interviewing Area	Yes _____	No _____
	Tablecloth	Yes _____	No _____

Type of jobs or educational opportunities you will be recruiting for:

Point of Contact: _____

E-mail: _____

Employer participants are requested to report the number of employees hired as a result of this hiring event to Jennifer Carman by November 17, 2017.

NOTE: As space will be limited, please ensure that your response and payment is received by our office no later than October 6, 2017. Send this response and entrance fee to:

**Hardin County Chamber of Commerce
111 West Dixie Avenue
Elizabethtown, Kentucky 42701
ATTN: Ms. Helen Miles**

SIGNATURE: _____ **DATE:** _____

(Organization/Company Representative)