

**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 Expo. The event will be held at the Pritchard Community Center from 10 a.m. to 3 p.m. on April 20, 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 Kentucky. Registration fee is \$250. To ensure sufficient time for advertisement, registration forms must be received by April 7, 2017. As an incentive, employers who register to participate by April 7, 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 Regional 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](mailto:helen@hardinchamber.com) or Jennifer Carman at (270) 234-5832 or email at [jennifer.carman@ky.gov](mailto: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 conducted at the Pritchard Community Center on April 20, 2017 in Elizabethtown, Kentucky. Please find enclosed the non-refundable entrance fee of \$200 if paid by April 7, 2017 or \$250 if paid after April 7, 2017 payable to the Hardin County Chamber of Commerce.*

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

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

**Point of Contact:** \_\_\_\_\_

**Employer participants are asked to report the number of employees hired as a result of this hiring event to Jennifer Carman (email at [jennifer.carman@ky.gov](mailto:jennifer.carman@ky.gov)) by May 14, 2017.**

**NOTE: As space will be limited, please ensure that your response and payment is received by our office no later than April 7, 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)*