



Dear Career Fair Attendee,

The Utah Association of Colleges & Employers (UACE) and over 70 companies are excited to see you at the **Statewide New Grad & Alumni Fair** on **Thursday, May 16<sup>th</sup> from 3pm – 6pm** at the University of Utah. As you prepare for the Fair, we'd like to provide information to make the event as successful as possible.

### **Location/Parking**

The Career Fair will be held in the **A. Ray Olpin Student Union Ballroom** located at 200 Central Campus Drive. Free parking is located at [Lot 39 Merrill Engineering Parking](#) with a complimentary shuttle to the Fair. Use this Google Maps link for directions: [Lot 39 Merrill Engineering Parking](#) or add the address 50 Central Campus Drive, Salt Lake City, UT to your navigation system. Please do not park elsewhere on campus, or you will be ticketed. Our student staff will be in the large white tent in the parking lot to assist you with accessing the free shuttle to the Fair. The University of Utah is also accessible by bus and Trax. Check [rideuta.com](#) for more information. Maps of parking and the Union are below.

### **At the Fair**

Each of the Utah Colleges and Universities will have a table and representatives at the Fair. Plan to stop by and visit with your school! They will be on hand to welcome you and answer any questions you may have.

### **Best Practices**

- Bring a notebook and pen, along with several printed copies of your resume
- While there is not a dress code, business casual or business dress is recommended
- Prepare and practice your short introduction or "elevator pitch"
- As you meet with employers, take notes, gather contact information, and follow up with a thank you note after the event
- Positions can fill quickly! As you meet with employers, plan to apply for open positions within 24 hours of the event

We look forward to seeing you at the Statewide New Grad & Alumni Fair on Thursday, May 16<sup>th</sup>!

[Lot 39 Merrill Engineering Parking](#) & Shuttle Pickup: 50 Central Campus Drive, Salt Lake City, UT

[Ray Olpin Student Union](#) Career Fair location: 200 Central Campus Drive, Salt Lake City, UT

