



Dear Career Fair Attendee,

The Utah Association of Colleges & Employers (UACE) is excited to have you attend the **Statewide New Grad & Alumni Fair** on **Wednesday, May 14th, from 3 pm – 6 pm** at the University of Utah. *If you are currently serving in the military or have previously served, please plan to arrive for early entry and networking at 2:30 pm.*

As you prepare for the Fair, we'd like to provide information to make the event as successful as possible.

Prior to the Fair

If you still have access to career coaching through your school, coaches can help fine-tune your resume, help you with your "elevator pitch", and support your job search. Check with your college or university!

Location/Parking

The Career Fair will be held in the [A. Ray Olpin Student Union](#), which is 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. Our staff will be at a tent in the parking lot to assist you with accessing the free shuttle to the Fair. Please do not park elsewhere on campus, or you will be ticketed. The University of Utah is also accessible by bus and Trax. Check [rideuta.com](#) for more information. Maps of the 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 your school! They will be on hand to welcome you, provide name badges, share event maps, 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 professional 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 Wednesday, May 14th!

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

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

