

Please read the details listed below. All reservations for this fair are online, no information will be mailed to you. Please assure that all fair attendees receive this information.

EVENT SCHEDULE

- You are welcome to arrive after 9:00 a.m. CST to set up your table.
- Tables will be located in the Cason Kennedy Nursing Building lobbies and are available on a first-come, first-served basis.
- Each organization is provided a table and two chairs, please bring your table identification and covering.
- Students have been invited to attend between **10 a.m. and 1 p.m.**

PARKING and UNLOADING

- Parking is reserved in the lot directly adjacent to the Cason Kennedy Nursing Building.
- An attendant will be blocking the lot for the Career Fair. Let that person know you are with the fair and get a parking pass from them.
- If you need help unloading your materials, you may pull to the back entrance of the Cason Kennedy Nursing Building in the reserved parking lot. Student workers will be available to help you unload.

ELECTRICITY

- Electricity for your booth is based on table location, arrive early to assure your table is near an outlet and **bring your own extension cords.**

LUNCH

- Boxed lunches will be available at 11:30 a.m. for all attendees registered.

QUESTIONS?

Nicole Green, Career Coordinator
College of Basic & Applied Sciences
615/494-8797 or kngreen@mtsu.edu

PAYMENT INFORMATION

By Check—

Please make checks payable to **MTSU Career Development Center** and mail to:

Career Development Center
Keathley University Center 328
MTSU, Box 2
Murfreesboro, Tennessee 37132

By Credit Card—

We accept Visa and MasterCard only.

- Your credit card is processed through Symplicity; their name will appear on your credit card statement. Please alert your Accounting department.

DIRECTIONS to MTSU

- **From Nashville**, take I-24E to Murfreesboro exit 76.
- Turn left onto Medical Center Parkway and proceed for 4 miles to Memorial Blvd.
- Turn left on Memorial and go 0.5 miles to Clark Blvd.
- Turn right on E. Clark and drive for 1.1 miles. (Street name changes to Middle Tennessee Blvd.)
- Proceed about 1 mile, you will see campus on your left after Greenland Drive (Shell station on the corner), continue on Middle Tennessee one more block
- Turn left onto Faulkenberry Drive onto campus.
- Continue through one stop sign
- At the second stop sign, continue straight into the parking lot.

[Click here for a Google map with directions from your location to MTSU](#)

[Click here for a campus map](#)

Sponsored by the Career Development Center

www.mtsu.edu/~career