August 12, 2015

Dear Agricultural Company Representatives:

The Murray State University Hutson School of Agriculture would like to extend an invitation to you and your company to join us for our Agriculture Career Fair, which will be held on February 3, 2016. Registration and set-up for the career fair will begin at 8:15 a.m. Breakfast refreshments will be available to all company representatives during the registration period. Parking will be reserved in front of the Curris Center and there will be agriculture students on hand to help you unload and set-up. The career fair will be from 9:00 a.m. to 12:30 p.m. on the 3rd floor of the Curris Center. There is no participation fee and you will be provided with one 6' table and two chairs. A complimentary informal come and go buffet lunch will be served starting at 12:30 p.m. Interviews with students may be conducted from 1:30 p.m. to 5:00 p.m.

Our career fair is designed to focus on agricultural career opportunities. With a continual growth in our student enrollment, the goal of this fair is to see that our students are exposed to the different careers available. By dealing directly with agriculture students, you will be able to give students more insight into the professions attainable within the agriculture industry. Your company does not have to have positions or internships open to participate in the fair.

Additionally at this time we are asking for your support of the Hutson School of Agriculture Alpha Zeta Annual Student Awards Banquet, which will be held on April 6, 2016 at 6:00 p.m. We invite you and your company/organization to participate in this event by attending the banquet and/or sponsoring a table(s) for deserving agriculture students. Sponsorship will incur a minimum donation of $100.00. Your attendance is certainly welcomed, but is not required for sponsorship of the banquet.

The MSU Hutson School of Agriculture has experienced record growth and now has around 1,000 students enrolled as of fall 2015. Our programs and students are not only expanding in quantity, but also in quality. We think you’ll be impressed. So, mark your calendars now, return the enclosed registration form and make plans to attend the Hutson School of Agriculture Career Fair on February 3rd, as well as the Alpha Zeta Annual Student Awards Banquet on April 6th. With your participation, these events are sure to be a success. If you have any additional questions or comments, please feel free to contact Ms. Christy Watkins or myself at msu.ag@murraystate.edu or (270) 809-3329.

Sincerely,

Dr. Tony Brannon, Dean
Hutson School of Agriculture

Enclosure(s)
8:15 am
• Registration and set-up begins with breakfast refreshments (3rd floor - Curris Center)
  Parking for career fair participants located in front of Curris Center

9:00 am
• Registration ends
• Career fair begins (3rd floor – Curris Center)

12:30 pm
• Career fair ends
• Complimentary informal come and go buffet lunch for career fair companies (Curris Center Small Ballroom)

1:30 pm
• Interviews begin

6:00 pm
• Banquet begins (3rd Floor Curris Center - Large Ballroom)
Murray State University Hutson School of Agriculture
Registration Form

Hutson School of Agriculture Career Fair – February 3, 2016

____ Yes, we will participate in the Hutson School of Agriculture Career Fair held on February 3, 2016.

____ No, we will be unable to participate in the Hutson School of Agriculture Career Fair held on February 3, 2016.

____ Please remove my name from the mailing list.

Alpha Zeta Annual Student Awards Banquet – April 6, 2016

____ Yes, we will sponsor a table at the Alpha Zeta Annual Student Awards Banquet held on April 6, 2016 (Please enclose a check for at least $100.00 payable to MSU Agriculture Leadership Council).

____ No, we will be unable to sponsor a table at the Alpha Zeta Annual Student Awards Banquet held on April 6, 2016.

Company Name:  __________________________________________________

Representative(s) & Title(s):  _________________________________________

Address:  _________________________________________________________

City:  ___________________  State:  ____________  Zip Code:  ____________

Phone Number:  (___)______________   Fax Number:  (___)________________

Email _____________________________________________________

Representatives                                                                                                     Circle One

1. Will your exhibit require electricity?  Yes  No

2. Will you require internet access?  Yes  No

3. Does your display require floor space?  (If yes, what is the width?_____)  Yes  No

4. Will you need more than one 6’ table?  (If yes, how many?_____)  Yes  No

5. Would you like to receive information regarding local lodging?  Yes  No

6. Will you need a room for interviews?  Yes  No

7. Number of lunch tickets needed.___________

8. Number of banquet tickets needed.___________

PLEASE SEND REGISTRATION FORM BY JANUARY 6, 2016 TO:

Christy Watkins
Murray State University
Hutson School of Agriculture
103 S. Oakley Applied Science Building
Murray, KY 42071-3345
Phone:  (270) 809-3329    Fax:  (270) 809-5454    Email: msu.ag@murraystate.edu