



CBE COLLEGE OF
BUILT
ENVIRONMENT
**CAREER
FAIR
2016**

Dear Colleague:

We are pleased to invite your firm to the University of Washington College of Built Environments (CBE) 2016 Career Fair on Wednesday, **April 6, 2016**. The event is being planned jointly by the American Society of Landscape Architects (UWASLA) and the American Institute of Architecture Students (AIAS). We expect attendance from students in all four CBE programs: Architecture, Landscape Architecture, Urban Design & Planning, and Construction Management.

The Career Fair is an excellent opportunity for employers, students, and faculty from all CBE disciplines to meet and exchange ideas. In 2015, we welcomed 29 firms to Gould Court. We encourage you to consider attending even if your firm is not actively hiring

Participation in the CBE Career Fair gives you the opportunity to:

- Make your organization visible as a potential employer of design students
- Identify candidates for subsequent interviews and internships
- Enhance faculty and student perception of your organization
- Inform students about educational choices to help prepare them for employment

The Career Fair will be held in Gould Hall Court on the University of Washington campus. The schedule for the event on April 6, 2016 is as follows:

9:00 a.m. - 10:00 a.m.	Set-Up
10:00 a.m. - 2:00 p.m.	Career Fair
2:00 p.m. - 3:00 p.m.	Clean-Up

The basic registration fee provides a 3' x 8' table with a tablecloth and two chairs, a parking permit, coffee and light food, and assistance with setup and cleanup. **Please complete and return the registration form and a brief company description by Wednesday, March 30, 2016.** We plan to publish [online](#) information on all participating firms including name and website link. Students and faculty will be encouraged to visit this page in advance of the fair.

A registration form is attached as a .pdf. Please print it out and mail it back to us with your registration fee. If you need any additional information, please contact our co-chairs at becareer@uw.edu. We hope to see you at the UW CBE 2016 Annual Career Fair.

Sincerely,

Zachary Melnik
Representative
UW- AIAS

Rich Freitas
Representative
UW-ASLA



CBE COLLEGE OF BUILT ENVIRONMENT
CAREER FAIR 2016

REGISTRATION FORM

10 am – 2 pm, Wed, April 6, 2016, Gould Court, UW

Firm/Org/Company Name: _____

Branch Locations: _____

Mailing Address: _____

Telephone: _____ Fax: _____

Email: _____ Firm/Org/Company Website: _____

Do you need power? (circle one): YES NO

Name(s) of attendees: _____

Would one of your attendees be willing to offer students advice at our annual portfolio table? (circle one): YES NO

The Portfolio Table is an annual feature at the BE Career Fair with professionals providing useful feedback to students on their design portfolios. We are seeking professionals who would be willing to spend a half hour at the table during the career fair.

Firm/Org/Company Description*: _____

Registration options and fees (please circle your selection) :

	Regular	“Return Participant” <small>(10% savings for firms who attended the 2015 CBE Career Fair)</small>
Full Table	\$100	\$90
8' x 30" Table Two chairs Light lunch and refreshments One parking pass		
Half Table	\$65	\$58
4' x 30" Table One chair Light lunch and refreshments One parking pass		

TOTAL (please make checks payable to AIAS-UW) _____

Please mail registration form and fees by Wednesday, March 30, 2016 to address below. Please make checks payable to AIAS-UW. If you have any questions or special needs please contact becareer@uw.edu.

UW College of Built Environments
 c/o Abigail Crossen
 Box 355726, Gould Hall 224
 Seattle, WA 98195-5726
 (email) becareer@uw.edu

*Please email .jpeg image of your logo to becareer@uw.edu. We will use this and your company description in a packet featuring information about all the firms attending the Career Fair this year. The packets will be distributed to students prior to the fair.