



DATE: WEDNESDAY, MAY 18, 2011

TIME: 1:00 pm – 4:30 pm

PLACE World Forestry Center
4033 SW Canyon Road
Portland, Oregon 97221

EXHIBITOR REGISTRATION FORM

COMPANY NAME: _____

CONTACT NAME & TITLE: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE:** _____

CONTACT PHONE NUMBER: _____ **FAX NUMBER:** _____

CONTACT E-MAIL: _____

COMPANY WEB ADDRESS: _____

REGISTRATION FEE SCHEDULE: (Registration fee is non-refundable)

Early Bird Registration: Before April 30, 2011 \$350.00 Registration: After April 30, 2011 \$400.00

To be filled out by Administration - Verification Code:	
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Fees include:	8' x 5' booth 8 foot Table	White Table Cloth 2 Chairs	Company ID Sign Snacks & Beverages
Available Services:	Copier and Fax Machine Electrical Outlets (Exhibitor must provide own 12ft extension cord)	Private Interview Rooms	Computers with Internet Access Advertising (See below for pricing)

EVENT PROGRAM ADVERTISING: Full Color Glossy 5 1/2 x 8 1/2 Brochure

Company mentioned in program	No charge	Included free with registration fee
Card size advertisement 2.675 x 2	\$ 35.00	<input type="checkbox"/> Include fee with registration fee
1/4 page advertisement 2.675 x 4	\$ 65.00	<input type="checkbox"/> Include fee with registration fee
1/2 page advertisement 5.25 x 4	\$ 85.00	<input type="checkbox"/> Include fee with registration fee
Full page advertisement 5.25 x 8	\$135.00	<input type="checkbox"/> Include fee with registration fee

Advertising text and artwork are sole responsibility of exhibitor and must be provided in electronic format. All artwork must be submitted in **jpg format with a minimum 300 dpi resolution at 100% size (or larger) in CMYK color mode (no web images).**

Deadline for all text and artwork is April 23, 2011 at 5:00pm. (NO EXCEPTION)

Submit all artwork to dallah@iaspecialties.com with the **Subject Line: "Westside LINK Artwork"**.

Non-Exhibiting Advertising: If you are unable to participate in the event, you still have an opportunity to advertise. Non-exhibiting pricing includes an ad in our full color brochure and a link to your company website on www.westsidelink.com. This link will remain active through March 2012. Ad Rates: Card \$60, 1/4 Page \$110, 1/2 Page \$160 and Full Page \$260.

If you have any questions regarding artwork contact Dallah Reese at Impact Advertising Specialties at 503-648-4750.



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EXHIBITOR REGISTRATION FORM (page 2)

COMPANY NAME: _____

CONTACT NAME: _____

EVENT MARKETING:

Media/Print: Comcast Cable TV Spots; Ads in various area newspapers; Community posters.
 Banners/Signage: Outside and Inside the venue. Bring your company posters and we will hang them in the Computer Room, and the Copy Room.
 Direct Mail: Over 25,000 invitations mailed to registered job seekers and e-mail blasts to over 14,000.
 Website Exposure: www.westsidelink.com; www.workinginoregon.org; www.workforceallianceonline.org; www.pcc.edu; www.oregon.gov;

Booth displays, VCR's, overhead projectors, screens, computers, monitors, laptops, etc... are welcome but must be supplied by the participating exhibitor at their own risk. WWCEC is not responsible for any lost or damage equipment.

METHOD OF PAYMENT: Registration & complete payment due by Wednesday, May 18, 2011. Non-refundable.

CHECK **CREDIT CARD** American Express Visa MasterCard Discover

Make check payable to: **WWCEC**
 Mail check and completed registration to:
 WWCEC
 Attn: Marti Spinks/Westside Link
 241 SW Edgeway Drive
 Beaverton, Oregon 97006

Charge by phone, contact:
 Marti Spinks
 503 - 526 - 2706
 Monday – Friday
 8:00am – 1:00pm

POSITIONS CURRENTLY RECRUITING FOR:

_____	_____
_____	_____
_____	_____
_____	_____

For more information regarding the Westside Link Job & Career Fair, please contact:
 Marti Spinks at marti.e.spinks@state.or.us or 503 – 526 - 2706 (office) 503 – 526 - 2750 (fax)

