



Reservation Sheet

NAME OF BUSINESS (As it should appear on booth sign): _____

ADDRESS: _____

PHONE NUMBER: _____

FAX: _____

E-MAIL: _____

NUMBER OF BOOTHS (Limit 2): _____

ELECTRICITY NEEDED?: _____

CONTACT PERSON: _____

NUMBER OF PEOPLE WORKING BOOTH: _____

SPECIAL ACCOMMODATIONS OR SETUP NEEDED FOR YOUR BOOTH? _____

LIST OF JOBS/OCCUPATIONS IN CAREER FIELD: _____

TYPE OF EDUCATION NEEDED: _____

SKILLS STUDENTS NEED TO PERFORM JOB/CAREER FUNCTIONS: _____

PAYMENT INFORMATION:

- | | | |
|---|--|---|
| <input type="checkbox"/> A ONE-TIME CONTRIBUTION OF \$ _____ INCLUDED. | <input type="checkbox"/> CHECK | <input type="checkbox"/> PO IS ENCLOSED |
| <input type="checkbox"/> DONATION OR GIFT FOR STUDENT PRIZES. \$ _____ DOLLAR AMOUNT _____ GIFT | <input type="checkbox"/> NON-PROFIT ORGANIZATION | |

Setup time is from **2 p.m. to 5 p.m. on Tuesday, February 9** or **7:30 a.m. to 8:45 a.m. on Wednesday, February 10**. Booth materials should be removed on Wednesday by 5 p.m. Booths are 10' X 10' and will include partitions, one banquet-size table and two chairs. Electricity is available; however, you must furnish your own extension cords.

Students will rotate through the booths from approximately 9 a.m. to 2 p.m. Breakfast, lunch and snacks will be provided to booth occupants. Prizes will be awarded to the top three interactive booths.

Please complete this sheet and return by January 12, 2010 to:

JUDY SINDELAR

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1312 S. Sangre Road
Stillwater, OK 74074
Fax: (405) 377-2076

More information: (405) 377-3333, ext. 228