## **PSU Fall Career Fair**

# **Employer Information**

Thank you for registering to attend Fall Career Fair at Pittsburg State University. Please find below helpful information you may need to prepare for this event.

# Date & Time

Thursday, October 12, 2023, 10:00am – 2:00pm

- Check-in will begin at 8:30 for those wishing to set up early
- Please enter the east door of the Overman Student Center employers will check-in downstairs, and then proceed to the second floor to your booth (see maps)
- Please try to arrive by 9:30 and ready for students at 10:00 am

# Location

- Overman Student Center (View PSU Campus Map)
  - Second Level (See attached building map)
- GPS Address: 302 East Cleveland, Pittsburg, KS

## **Parking**

- There is a large parking lot located north of the Newman Center and Grubbs Hall, along East Williams Ave (*see attached map*). Please note there are several one-way streets around campus. Williams is a one-way street going west, so plan to enter from Joplin Street.
- Look for a sign that says "*Employer Drop Off*" You may unload your materials/displays, etc. at this location. Students will be available to assist you.
- Parking tickets should not be issued this day. However, if you should receive a ticket please return it to a member of the Career Development staff.

## Lunch

- Lunch will be served in the Heritage Room of the Overman Student Center from 11:30 am 1:00 pm.
- Your check-in packet will contain different colored lunch tickets which indicate your assigned lunch session.
- Please attend your assigned session only. Seating will be in the Governors room in the Overman Student Center and is limited.

# **Booth and Table Displays**

If you are **shipping display boxes** and carts, please address displays to: Career Development, c/o "Your Company", 1701 South Broadway, Pittsburg, KS 66762. (We recommend getting a tracking number!)

- Booth Space is limited. Your space will be approximately 8' wide by 6' deep.
- You will need to include a return shipping label if you would like us to ship it back after the event.
- If you requested access to electricity, we will do our best to accommodate this
  request, but have a backup plan just in case.

## Lodging in Pittsburg

## **Hampton Inn and Suites**

1285 U.S. 69 Hwy 620-231-3100

## **Comfort Inn & Suites**

4009 North Parkview Drive 620-231-8800

### **Holiday Inn Express**

4011 North Parkview Drive 620-231-1177

## Lamplighter Inn & Suites

4020 Parkview Drive 620-231-8700 1-866-478-4660

### **Regency Inn and Suites**

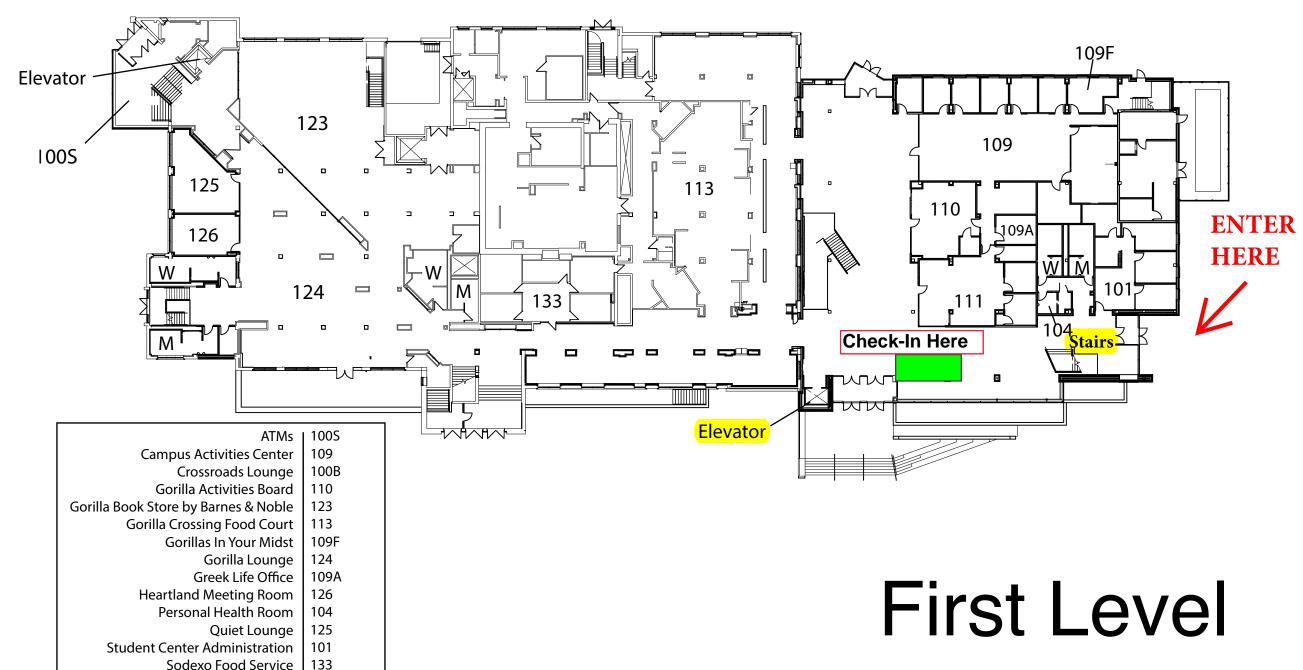
4023 Parkview Drive 620-232-2800

## La Quinta Inn and Suites

2410 S Broadway 620-670-5614



# Overman Student Center



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