

EMBRY-RIDDLE AERONAUTICAL UNIVERSITY INDUSTRY/CAREER EXPO 2010

DAYTONA BEACH, FLORIDA • OCTOBER 20, 2010



Where careers take off.

EMBRY-RIDDLE
Aeronautical University

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CAREER SERVICES

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CAREER SERVICES

Be sure to take part in the aviation/aerospace hiring event of the year!

Embry-Riddle Aeronautical University (ERAU) invites you to join us as an exhibitor at the 2010 Industry/Career Expo to be held October 20 in Daytona Beach, FL. The Expo gives your company an open platform to recruit students and alumni of ERAU.

This event is open to all students and alumni of ERAU. Employers will have the opportunity to interact with strong candidates for co-ops, internships and full-time positions. Recruiters should expect top notch and diverse candidates representing various levels of experience. The event will attract more than 1000 attendees; in addition, employers will receive a CD with resumes from students and alumni who cannot attend the event.

Schedule of Events

Daytona Beach Campus

Tuesday, October 19 Early Check-in: Noon to 5 p.m.
Location: ICI Center

Wednesday, October 20 Exhibitor Check-in: 8 a.m. to 9 a.m.
Expo Hours: 9 a.m. to 5 p.m.
Location: ICI Center

The ICI Center is located at 600 S Clyde Morris Blvd
Daytona Beach, FL 32114

The early registration (before September 17, 2010) cost of exhibitor space is \$325 for each 8' deep by 10' wide booth and includes up to four representatives. The late registration (after September 17, 2010) cost per exhibitor space is \$375.

Employers who would like to conduct interviews on Thursday, October 21, please reserve in advance by contacting Adriana Hall at: Adriana.Hall@erau.edu. Interview booths will be available from 8 a.m. to 5 p.m. in the ICI Center

In addition to the option of reserving interview booths on Thursday October 21, companies may also take advantage of the onsite interview booths the day of the event. Those booths are first-come first-served basis.

We would like to invite you to advertise in the Expo program or to explore sponsorship opportunities. This is a great way to further promote your company and demonstrate your support to the Embry-Riddle community. For more information please contact Sally Richards at: Sally.Richards@erau.edu or 386-226-6058



Where careers take off.

Lodging in Florida

(Please ask for Embry-Riddle Discount)

Courtyard by Marriott

1605 Richard Petty Blvd.
Daytona Beach, FL 32118
(386) 255-3388

Hampton Inn

1715 W. International Speedway Blvd.
Daytona Beach, FL 32118
(386) 257-4030

Hilton Garden Inn

189 Midway Ave.
Daytona Beach, FL 32118
(877) 944-4001 or (386) 944-4000

Bahama House

2001 S. Atlantic Ave.
Daytona Beach Shores, FL 32118
(800) 571-2001 or (386) 248-2001

Ramada Inn Speedway

1798 W. International Speedway Blvd.
Daytona Beach, FL 32114
(800) 352-2722 or (386) 255-2422

Aku Tiki Inn

2225 S. Atlantic Avenue
Daytona Beach, FL 32118
(386) 252-9631

Hilton Beach Resort

100 N Atlantic Avenue
Daytona Beach, FL 32118
(386)254-8200

Booth Specifications for Daytona Beach Event

The standard booth size is 8' deep by 10' wide. The booth price includes an 8'-higher flameproof backdrop curtain and divider side rails, a 6' table, two chairs, and a wastebasket. Aisles will be carpeted. Electricity will be available upon request. All other requests for special services or equipment must be directed to US Tradeshows.

Installation & Dismantling for Daytona Beach Event

Installation of exhibits may begin on Tuesday, Oct. 19, from noon-5 p.m. All exhibits must be fully assembled no later than 9 a.m. on Wednesday, Oct. 20. All exhibits must be removed from the exhibit hall no earlier than 5 p.m.

Exhibitor Check-In for Daytona Beach

All exhibitors will check in at the exhibitor information table located in the lobby of the ICI Center. Exhibitor name badges will be issued at check-in. Exhibitor badges are issued only to the personnel actually staffing the booth. The name of the exhibiting company and exhibitor, as it appears on the registration form, will appear on each badge. Badges must be worn at all times during the Expo exhibit hours.

Assignment of Space

Embry-Riddle reserves the right to assign booth space as best meets the needs of the show and reserves the right to deny space to any exhibitor that does not meet the objectives of the event. Confirmation of space will be sent upon receipt of payment and signed contract. No exhibitor shall assign, sublet, or share whole or any part of the space contracted without the prior written consent of Embry-Riddle.

Security

Embry-Riddle provides 24-hour campus patrols; however, the University assumes no liability. The ultimate responsibility remains with the individual exhibitors to protect their property. The exhibiting company should arrange appropriate protection and insurance. For further information contact Campus Safety at 386-226-6480.



Exhibitor Insurance Requirements

The exhibitor shall procure, maintain and provide evidence of the following insurance coverages during the life of this contract, in such form and with such carriers as approved by the University, at the exhibitor's sole expense.

(1) The following minimum coverages and limits are required:

- (a) **COMPREHENSIVE GENERAL LIABILITY** including, but not limited to, the following coverages: professional, premises/operations, products/completed operations, contractual, personal injury, broad form property damage and fire legal liability (\$1,000,000).

Bodily Injury and Property Damage (Combined Single Limit)	\$ 1,000,000 each occurrence \$ 2,000,000 general aggregate
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- (b) **COMPREHENSIVE AUTOMOBILE LIABILITY** including owned, hired and non-owned automobile coverages.

Bodily Injury and Property Damage (Combined Single Limit)	\$ 1,000,000 each accident
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The exhibitor shall certify that such insurance is carried on vehicles of any subcontractor or supplier that makes delivery to the University.

- (c) **WORKER'S COMPENSATION** (Including Employers Liability) as required by State law for all of the exhibitor's employees engaged in work at the University.

- (2) Insurance certificates indicating the required coverages shall be furnished to the University for approval throughout the term of the contract and for one year after the contract ends.
- (3) These policies of insurance shall name "Embry-Riddle Aeronautical University, Inc." as additional insured with respect to operations performed under this contract, protecting the insured and the University as though a separate policy had been issued to each. These policies shall be primary and shall not require contribution from any insurance carried by the University.
- (4) These policies shall contain a provision requiring thirty (30) days written notice of cancellation to the University before cancellation, reduction or other modification of coverage may become effective.
- (5) At any time during contract performance and upon request of the University, the exhibitor shall provide the University certified true copies of these policies and any changes thereto.
- (6) In the event that the exhibitor fails to maintain and keep in force the insurance as provided herein, the University shall have the right to cancel and terminate this contract forthwith and without notice.

Restrictions for Daytona Beach Event

Embry-Riddle reserves the right to impose limitations on noise levels and any method of operation that becomes objectionable. No signs will be affixed with pins, tape, tacks, or adhesive of any kind to walls, doors, or any surfaces of the exhibit area. Embry-Riddle reserves the right to deny space to any exhibitor if the product or service does not directly meet Embry-Riddle Industry/Career Expo objectives.

US Tradeshows is the official decorator and service contractor for the Expo. You will receive an Exhibitor Services packet directly from US Tradeshows. Please review it carefully for important information pertinent to your visit.

US Tradeshows offers services to exhibitors that include extra furnishings, **shipping**, and booth setup. US Tradeshows will bill you directly for requested services. If you have any questions about the Expo exhibitor requirements or special requests, you may reach US Tradeshows at:

US Tradeshows • www.ustshows.com
1322 Spruce Avenue • Orlando, Florida 32824
Phone: (407) 812-8223 • Fax: (407) 812-8225

Embry-Riddle Aeronautical University Daytona Beach, FL Industry/Career Expo 2010: Exhibitor Registration Form

Online registration can be located at: http://www.experience.com/emp/cf_details?fhnd=4394
or you may complete the following information fully to reserve exhibitor space for your organization.

Please note: Booth space will not be confirmed or assigned until payment has been received in full.

Company Name: _____ Website: _____

Contact: _____ Title: _____

Email: _____ Telephone: _____ Fax: _____

Address: _____ City/State: _____ Zip: _____

Reserve _____ booths at Daytona Beach, FL.

\$325.00 per booth space at Daytona Beach Campus (registration prior September 17, 2010) or \$375.00 per booth space (reserved after September 17, 2010).

Note: Each exhibitor booth space includes up to three representatives. Additional representatives may be included for an additional \$25.00.

Registration fees are non-refundable.

Please print or type the names of the representatives attending and their titles as they should appear on their nametag. Please indicate their email and alumni status, where applicable.

1. _____ Email: _____

2. _____ Email: _____

3. _____ Email: _____

4. _____ Email: _____

Will you require electricity? Yes No

Please indicate the type of position(s) you will be recruiting for: Co-op Full Time Entry-Level Experienced

Eligibility of applicants: Citizen Permanent Resident Authorized Work Status

Will you require interview booths for the day after the event (Oct. 21)? Yes No How many? _____

Indicate the areas for which you will be recruiting:

- | | | |
|--|---|--|
| <input type="checkbox"/> Air Traffic Control/Management | <input type="checkbox"/> Engineering (Aero, Mech., Electrical, Civil) | <input type="checkbox"/> Management/Business |
| <input type="checkbox"/> Avionics/Aerospace Electronics | <input type="checkbox"/> Flight/Dispatch | <input type="checkbox"/> Meteorology |
| <input type="checkbox"/> Communication | <input type="checkbox"/> Human Factors | <input type="checkbox"/> Safety |
| <input type="checkbox"/> Computer Related (Comp. Sci./Eng., Software Eng.) | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Logistics |
| <input type="checkbox"/> Engineering Physics/Space Science | <input type="checkbox"/> Homeland Security | <input type="checkbox"/> Other _____ |

For degree listing, visit: <http://www.erau.edu/degrees/l-degrees.html>

This exhibit contract incorporates the 2010 rules and regulations contained in the exhibit prospectus. I have read and understand these rules and regulations and agree to abide by them and any additional rules deemed necessary by Embry-Riddle. The exhibitor agrees to hold Embry-Riddle harmless from liability, loss, or claim during the Expo.

Signature: _____ Date: _____

Payment Method: Company Check* Credit Card

*Please make checks payable to: Career Services Office, Embry-Riddle Aeronautical University.

Visa MC AmEx DiscoverCard Number: _____ Exp. Date: _____

Name on Card: _____ Authorized Signature: _____

Registration fee is non-refundable. Please return registration form with payment to:
Embry-Riddle Aeronautical University, Career Services
600 S. Clyde Morris Blvd., Daytona Beach, FL 32114-3900
or FAX (386) 226-6223