

School of Hotel, Restaurant and Tourism Management

CAREER FAIR 2024 RECRUITER REGISTRATION FORM

Fill out this form and e-mail to arrigucc@nmsu.edu, fax to 575-646-8100  
or mail to: Andrea Arrigucci \* MSC 3HRTM \* P.O. Box 30003 \* Las Cruces, NM 88003

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name(s) of recruiter(s) attending. Please check your preference for one or both meals.

- |          |                   |       |
|----------|-------------------|-------|
| 1. _____ | Welcome Reception | Lunch |
| 2. _____ | Welcome Reception | Lunch |
| 3. _____ | Welcome Reception | Lunch |
| 4. _____ | Welcome Reception | Lunch |

COST WORKSHEET

Additional Equipment Pricing: Each Additional Recruiter (\$70) Electricity (\$55) 32" TV Monitor (\$150)

Registration fee: \_\_\_\_\_

Additional Recruiter(s): \_\_\_\_\_

Additional Equipment: \_\_\_\_\_

Processing Fee: (if submitted after 2/16/24) \_\_\_\_\_

Total: \_\_\_\_\_

METHOD OF PAYMENT

Check: Issue check to **NMSU School of HRTM.**

Please mail check to: Andrea Arrigucci \* MSC 3HRTM \* P.O. Box 30003 \* Las Cruces, NM 88003

Credit Card Please call 575-646-7324 to make a CC payment over the phone.

\*We do not accept America Express

STUDENT INTERVIEW INFORMATION

Will you be interviewing students on this visit? Yes No (If yes, please continue)

How many interview booths will you require? \_\_\_\_\_

Please check all candidate types you would like to interview:

Graduating Seniors Alumni Interns Summer

Please check all preferred interview times:

Thursday 2-5pm Friday 8am-noon Friday 1-5pm

Please check preferred length of interview session: 15 minutes 30 minutes 45 minutes

Do you plan to ship supplies ahead of time? Yes No

Ship supplies to: Andrea Arrigucci \*HRTM \* 940 College Dr. \* Gerald Thomas Hall, Room 119 \* Las Cruces, NM 88003