



**SOLDIER FOR LIFE - TRANSITION ASSISTANCE PROGRAM and
ACS EMPLOYMENT READINESS PROGRAM**
Fort Campbell, KY 42223-5407



Greetings:

The Fort Campbell, Kentucky, Soldier For Life-Transition Assistance Program (SFL-TAP) and Army Community Service (ACS) Employment Readiness Program (ERP) will host its 2018 Fall Job International/National Job Fair on Wednesday, September 19th and its Regional/Local Job Fair on Thursday, September 20th Fair from 9:00 a.m. to 3:00 p.m. (open from 7:30 a.m. to 4:00 p.m. for employers) at Cole Park Commons on the installation. Participation in the Job Fair will expose you to regional, national and international job seekers who are highly sought after. The Job Fair is open to the public and will be widely advertised in national and local electronic and print media. We expect to see approximately 600-1000 job seekers.

Our Job Fairs traditionally draw a ton of employer interest; therefore, we are limiting participation to employers who are trying to fill 15 or more job openings. If you have less than this, please contact us for information regarding other programs available to assist you in your recruiting efforts.

Space constraints limit us to 75 participating employers and a certain number of employers within various career fields. To reserve your space, please return the attached Job Fair Registration Form along with your payment in the amount of \$175.00 made payable to "Cole Park Commons." See the attached registration form for payment details (\$12.50 extra per recruiter if more than 2 recruiters attending). All payments must be made in advance and no later than **August 29, 2018.**

Again, please send your completed registration form and payment to Cole Park Commons. Additionally, please scan/email your registration to Fred L. Workman, Deputy Program Manager at the Soldier For Life – Transition Assistance Program for initial approval. **You will not be guaranteed a space at the Job Fair until full payment is made.** After your payment is processed, we will send you a confirmation letter and a packet containing complete instructions, which represents your approval to participate. On or about August 29, 2018, we will send out instructions on how to access the base.

We will provide space to conduct on-site interviews during the Job Fair. Please indicate on the registration form if you are interested in conducting on-site interviews. Feel free to contact SFL-TAP POC: Fred L. Workman (270) 798-6507, Fred.L.Workman.civ@mail.mil to answer any questions you may have.

Thank you for your support to America's sons and daughters who served proudly in time of war! We look forward to seeing you at the SFL-TAP and ACS Fort Campbell Job Fair on September 19 and 20, 2018.

Sincerely,

///Original Signed///
Duane Soumis
Manager, SFL-TAP

Enclosure

SFL-TAP and ACS ERP
National/International and Regional/Local Job Fairs
Cole Park Commons, 1610 101st Airborne Division Road, Fort Campbell, KY
Wednesday and/or Thursday, September 19 and 20, 2018
REGISTRATION FORM

(PLEASE PRINT LEGIBLY AND COMPLETE ALL FIELDS)

Company Name: _____

Company Address: _____

City: _____ State: _____ Zip: _____ Company Web Site Address: _____

Point of Contact: _____ E-mail Address: _____

Telephone: _____ Fax: _____ Type of Business (Industry): _____

List the number and types of positions you want to fill: _____

Total number of representative attending the event: _____ (Please see *NOTE* below)

Are you able to conduct pre-scheduled on-site interviews at the event? _____

You will be provided with a table and tablecloth. Please check additional items needed below:

Electrical Outlet (limited capacity, does not guarantee an outlet)

Additional Request: _____

Select the job fair in which your company would like to participate (check one):

\$175-National and International Job Fair (Sept. 19)

\$175-Ft Campbell Regional and Local Job Fair (Sept. 20) - positions within 100 miles of Ft. Campbell

\$350-National/International and Fort Campbell Regional Job Fairs (Both Dates)

*******Please receive approval from the POC below before registering for both days*******

\$175 fees include Continental Breakfast and Lunch for 2 Representatives
NOTE: *\$12.50 extra per recruiter IF more than 2 Representatives are attending*
***NO REFUNDS**

Please email registrations to Fred L. Workman for pre-approval first before you can make payment to Cole Park Commons:

Fred.L.Workman.civ@mail.mil (Fred L. Workman's Email)

&

usarmy.campbell.imcom-fmwrc.mbx.ft-campbell-mwr-cole-park@mail.mil (Cole Park Commons' Email)

ALL PAYMENTS MUST BE MADE IN ADVANCE BY August 29, 2018 IN ORDER TO COMPLETE REGISTRATION. You may call Cole Park Commons to make payment with a credit card or make payment by mailing a check. Mailing address and phone number are listed below.

If paying by check, please make check payable to: **Cole Park Commons** - Federal ID# 75-1744396
Please send a copy of the completed registration form with mailed checks.

SEND CHECK OR MONEY
ORDER & REGISTRATION TO:

COLE PARK COMMONS
ATTN: Kasey Blas
PO BOX 475
FORT CAMPBELL, KY

TO CALL IN PAYMENT
USING A CREDIT CARD CALL:

PHONE: (270) 798-4610 Ext. 319

Feel free to contact SFL-TAP POC, Fred L. Workman at Fred.L.Workman.civ@mail.mil (270)798-6507 to answer any questions you may have.