

# Job Fair Registration Follow-Up

Dear [Recipient's Name],

Thank you for registering for the [Name of Job Fair] on [Date]. We are excited to have you join us and explore various career opportunities.

This is a reminder of the event details:

- **Date:** [Date]
- **Time:** [Start Time] - [End Time]
- **Location:** [Venue/Address]

Please bring multiple copies of your resume, and be prepared for on-the-spot interviews. Don't forget to dress professionally!

If you have any questions or need further information, feel free to contact us at [Contact Information].

Looking forward to seeing you at the job fair!

Best Regards,

[Your Name]

[Your Position]

[Your Company]

[Your Contact Information]