

College Fair Exhibitor Sign-Up

Dear [Exhibitor's Name],

We are excited to invite you to participate in our upcoming College Fair on [Date] at [Location]. This event provides a fantastic opportunity for your institution to connect with prospective students and showcase your programs.

Event Details:

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

Exhibitor Information:

Please fill out the attached registration form to secure your spot. The registration fee is [Fee Amount] and includes:

- Exhibit space
- Table and chairs
- Access to electrical outlets

Registration Deadline:

All registrations must be submitted by [Deadline]. Space is limited, so we encourage you to sign up early to ensure your participation.

If you have any questions or need further information, please do not hesitate to contact us at [Contact Information].

We look forward to your participation!

Sincerely,

[Your Name]
[Your Position]
[Organization Name]
[Contact Information]