



YOU ARE INVITED TO PARTICIPATE
Ma-Te-Way Activity Centre
Friday, April 18, 2008 9:00 a.m. to 3:00 p.m.

Hello,

Friday, April 18th, 2008 is the date for the annual **Options 2008 Skilled Trades Fair** in Renfrew, Ontario. We are asking for your participation as an Exhibitor. There is no charge to be an exhibitor and the benefits to your organization can be substantial. We are very excited to bring Options 2008 to Renfrew and are hoping your organization will support this one-day event which showcases career opportunities in the Skilled Trades.

Here are some of the highlights of the show:

- More than 2,500 high school students from across Renfrew County will attend.
- The show will feature dozens of interactive displays that promote skilled trades' careers.
- Senior high school students will be participating in a skills competition in several trades including: team carpentry; small engine repair; tire changing; hairstyling; cooking, and photography.

OPTIONS Objectives:

- To promote the skilled trades as a desirable career option to high school students.
- To provide students with information about skilled trades and employment opportunities.
- To enable students to "try the trades" through demonstrations and workshops and interactive displays

Exhibitor's Role:

- To provide an interactive exhibit that gives information about the required skills, education and abilities to secure a position in your organization.
- To help Renfrew County recruit more young people to consider a career in the trades.

We appreciate your interest and thank you in advance for your participation.

Reserve your space by returning the enclosed registration form by March 28, 2008.

For more information or exhibit ideas and assistance please contact

Rhonda Patterson, Options 2008 Co-ordinator, at (613) 735 4308 ext 6 or by email:

patterr@algonquincollege.com



Welcome and thank you for participating in the Options 2008 Skilled Trades Fair. This Skilled Trades Fair will be held at the Ma-te-way Activity Centre in Renfrew on Friday, April 18th, 2008. We anticipate more than 3,000 people will attend this one-day event.

This is the sixth consecutive year that Options has been held. It has proven to be a valuable experience for young people as they explore career opportunities in the skilled trades.

Please take a few minutes to confirm your requirements for the show as outlined in this package.

Exhibitor Information

Exhibitors' Set-Up Times Thursday, April 17, 2008 8:00 a.m. to 9:00 p.m.

Hours of Operation: Friday, April 18, 2008 9:00 a.m. to 2:30 p.m.

In order to ensure that we can meet your needs and guarantee space to your organization, please confirm your requirements **no later than March 28, 2008**.

Thank you for supporting Options 2008.

For more information or to register, please contact:

Rhonda Patterson

Phone: 613 735 4308 ext 6

Fax: 613 635 4862

Email: patterr@algonquincollege.com



Registration Form – April 18, 2008

Business Name _____

Business Address _____

Contact Person _____

Telephone _____ (w) _____ (h)

Email _____ Fax _____

Name of representative who will be attending the event (if different from "contact name")

Does your organization have third party liability coverage? Yes _____ No _____

All participating companies/organizations are required to have third party liability insurance to participate in Options 2008. Please have the appropriate person within your organization sign off that this is the case.

Authorized signature _____

Size of Booth 8 X 8 _____ 8 X 10 _____ 8 X 16 _____

Other (please specify)

How many tables will your require? 30" X 6' _____ 30" X 8' _____

Do you require electricity? Yes _____ No _____

How many chairs do you require? _____

Is your company interested in sponsoring a skills competition through the donation of supplies or equipment? Yes _____ No _____

If yes, what type of supplies/equipment would you be able to supply? Note that the following competitions will be taking place: Tire Changing; Team Carpentry; Hairstyling; Small Engine Repair. An example of supplies that would be helpful is (lumber, nails, air compressor, saws, etc.)

- Your booth will be professionally curtained and will contain one table and the number of chairs you need.
- Electrical power is also available for each exhibit. Please bring a power bar and extension cord should you need it.
- Please let us know if you require any other special arrangements. Special requests may result in a fee being charged to the exhibitor.
- Exhibitors are responsible for providing staffing at their booths.

Questions: Please call Rhonda Patterson at (613) 735 4308 ext 6 or email: patterr@algonquincollege.com.

Fax 613 635 4862. Thank you for your participation.