

Career Passport 2017 – Employer Space RSVP

Order Date: _____

Company & Message Space Information

Company Name: _____

Contact Name: _____

Contact Email: _____ Contact Phone: (____) _____

Mailing Address: _____

RSVP Message Space: ___ ¼ page (\$1,000) ___ ½ page (\$1,500) ___ full page (\$2,250) ___ premier page (\$2,500)

Please tell us how you learned about employer messages in the Career Passport (*check all that apply*):

- | | |
|---|---|
| <input type="checkbox"/> we've been in past issues | <input type="checkbox"/> referral from within my company |
| <input type="checkbox"/> MSU career fair | <input type="checkbox"/> referral from outside my company |
| <input type="checkbox"/> MSU Career Services staff referral | <input type="checkbox"/> saw other employers in Career Passport |
| <input type="checkbox"/> email from MSU Career Services | <input type="checkbox"/> other _____ |
| <input type="checkbox"/> mail from MSU Career Services | |

Formats, Instructions & Contacts

All employer messages are full color and MUST be submitted electronically to Bill Morgan in one of the following formats:

- Adobe Illustrator EPS (Text must be converted to paths)
 - Adobe Photoshop TIF or EPS (Files must be 300 dpi; use CMYK color space)
 - Adobe Acrobat PDF (Files must be press-optimized with all fonts embedded)
 - Native InDesign file (Text must be converted to Paths. Be sure to include all links)
-

<p>For assistance with reserving space, paying, or general Career Passport questions, please contact: Beth Boehmer MSU Career Services Network (517) 884-1330 boehmerb@msu.edu</p>	<p>For assistance with technical questions about sizes, file formats, color or font issues, please contact: Bill Morgan MSU Career Services Network (517) 884-1347 Morganw6@msu.edu</p>
---	--

Submit Space Order to: Beth Boehmer, MSU Career Services Network

email: boehmerb@msu.edu

fax: (517) 355-9523

Mail: 556 E. Circle Drive, room 113 Student Services Bldg., East Lansing MI 48824