

# Career Handbook 2019 – Employer Space RSVP

Order Date: \_\_\_\_\_

## Company & Message Space Information

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Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Contact Phone: (\_\_\_\_) \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**RSVP Message Space:** \_\_\_ ¼ page (\$1,000) \_\_\_ ½ page (\$1,500) \_\_\_ full page (\$2,250) \_\_\_ premier page (\$2,750)

Please tell us how you learned about employer messages in the Career Handbook (*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 Handbook |
| <input type="checkbox"/> email from MSU Career Services     | <input type="checkbox"/> other _____                            |
| <input type="checkbox"/> mail from MSU Career Services      |   |

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## Formats, Instructions & Contacts

**All employer messages will be printed in full color and  
MUST be submitted electronically (email)  
as a press quality PDF file with all fonts embedded  
to Bill Morgan at morganw6@msu.edu**

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<p><b>For assistance with reserving space or paying please contact:</b> Beth Boehmer MSU Career Services Network (517) 884-1330 boehmerb@msu.edu</p>	<p><b>For help with questions about ad sizes, file format, or anything else, please contact:</b> Bill Morgan MSU Career Services Network (517) 884-1347 morganw6@msu.edu</p>
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**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