



1000 Coffeen St
Watertown, NY 13601
315-786-3651

A proud partner of the American Job Center network

5274 Outer Stowe St
Lowville, NY 13367
315-376-5800

Fall 2025 Job Fair Registration Form

Important Information!

- ✓ Please return Registration and Job Order forms by **September 18, 2025**
- ✓ Each table is set with 2 chairs ~ If you need more than 2, please list this under Accommodations
- ✓ Access to electricity is limited
- ✓ Floor displays are not allowed due to space limitations, but tabletop displays are welcome!

Business Name: _____

Main Contact Person: _____ **Phone:** _____

Email: _____

Secondary Contact Person: _____ **Phone:** _____

Email: _____

* How many people will be attending? _____

* Will you need electricity? (Limited availability on a first-come basis) Yes _____ No _____

* Are there any other accommodation(s) you may need? _____

Job Openings

Are your job openings currently listed on the NYS Job Bank? Yes _____ No _____

Please note that attending the Job Fair does require your job openings to be posted to the Job Bank prior to the event. For each position that is open, please complete a Job Order form to submit them with your registration.

* **Number of Open Positions:** _____

* **Position Titles:**

_____	_____
_____	_____
_____	_____
_____	_____

Space is limited, so please RSVP as soon as possible but no later than close of business on 9/18/25..

Please return your registration form and job orders to awesley@jeffersoncountyny.gov