



Presentation Reservation Request: Fall 2008

Please complete sections A, B & C and return by fax.

Fax to: Annette Tucker Phone #: (212) 998-4762 Fax #:(212) 995-4111

A. PRESENTATION CONTACT INFORMATION:

Organization Name: _____

Primary Contact: _____ Dept./Division: _____

Secondary Contact: _____

Address: _____ Suite/Flr. _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax: _____

Email address: _____ Web Site Address: _____

B. PRESENTATION DATE SELECTIONS:

Basic Fees: Corporate – Presentation Room A \$500, Presentation Room B \$400; Non-Profit - \$200, A/V Equip – Additional \$75 (\$615 for larger venue with capacity of over 200 and additional fee for special equipment needed)

***To maximize your NYU recruitment experience, including your pre-selection process, we suggest you request an open presentation date at least 4 weeks prior to your full-time interview dates and at least 3 weeks prior to internship dates.**

Please indicate preferred presentation dates and times. All presentations are 1 1/2 hours long the room location will be determined by Annette Tucker. A confirmation letter will be emailed to you after June 9.

Presentations will be held from September 3, 2008 to November 24, 2008 excluding Fridays.

Please indicate your preferred dates and circle your preferred times.

1st Choice - Date: _____ Time: 8:30AM 12:30PM 5:00PM 7:00PM
(month/day/year)

2nd Choice - Date: _____ Time: 8:30AM 12:30PM 5:00PM 7:00PM
(month/day/year)

3rd Choice - Date: _____ Time: 8:30AM 12:30PM 5:00PM 7:00PM
(month/day/year)

Position Title: _____ Position Type: Full Time Internship
(Please circle)

Applicable Major(s): _____
(Please specify)

Brief description of event:

C. Indicate student population you are inviting to your presentation:

_____ Open to ALL interested students (open presentation)

_____ Open ONLY to students scheduled for your on-campus recruitment interviews (closed presentation)

_____ Open to students graduating in: ___ 2009 ___ 2010 ___ 2011 ___ 2012

Anticipated Audience: 15-25 students 25-50 students 50-100 students 100-200 students