

Greetings from the Student Programs Office:

I am writing to invite you to participate in our annual **Student Organization Involvement Fair**. The Fair will be held both inside and outside of the Larsen Student Union on **Monday, August 30, 2010 from 2:30pm – 5:00pm.**

For many of you, this is the best time to recruit for your respective programs and educate the student body about student organization. If you would like to send a delegate, **please fill out the form on your email invitation, and return it to our office before July 15, 2010.** Last year we had over 70 tables. We are going to work hard to meet all of your requests, but with the large number it may be very difficult to meet all of your specific requests. Therefore, we will provide one 3-ft. table area per student organization that you can use to display information and greet students. Those organizations that have offices in the Student Union will be encouraged to have Open Houses during the Fair. Delegates may arrive after 1:00pm on Fair day to get set up. We will have a sign available for you to place on your table. If we do not hear from you by July 15th we will assume that you are not interested in having a table at the Fair. **Requests received after the July 15<sup>th</sup> deadline may not be honored.**

We are interested in making students aware of as many opportunities as possible for a rich college experience. Thank you in advance for your cooperation in our efforts to inform the student body.

Sincerely,

Cindy Secrest  
Student Programs Office

**PLEASE EMAIL RESERVATION CARD to:**  
**[StudentProgramsOffice@messiah.edu](mailto:StudentProgramsOffice@messiah.edu)**

**before JULY 15**

**STUDENT ORGANIZATION INVOLVEMENT FAIR RESERVATION FORM**

***REPLY REQUESTED before July 15, 2010***

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**PLEASE READ ATTACHMENTS then**

Fill out and return the Reservation Card below with your organization's name placed in the subject line of the email.

**Fair Date/Time in Larsen Student Union:**  
***Monday, August 30, 2010 from 2:30 p.m. - 5:00 p.m.***

**NAME OF ORGANIZATION/DEPT:** \_\_\_\_\_

\_\_\_\_\_ **YES**, I would like (1) 3-foot table with a small sign, reserved at the Student Involvement Fair.

\_\_\_\_\_ **NO**, please do not reserve any table for us at the Student Involvement Fair.

\_\_\_\_\_ **With limited LSU space, only outside table areas are available.**  
***\*\*Electrical outlets or extension cords will not be provided.\*\****

**DEPT or ORGANIZATION:** \_\_\_\_\_

**NAME TO APPEAR ON TABLE SIGN:** \_\_\_\_\_

**NAME OF DELEGATE ATTENDING:** \_\_\_\_\_

**PHONE # of DELEGATE:** \_\_\_\_\_  
***(Please check your Messiah emails regularly for updates)***

**EMAIL THIS RESERVATION CARD TO:**  
**[Studentprogramsoffice@messiah.edu](mailto:Studentprogramsoffice@messiah.edu) before July 15, 2010**  
***Requests received after the deadline may not be honored.***