



Career Fair and Trade Show

April 26, 2017

Best Western Royal Plaza Hotel, Marlborough, MA

The Air Conditioning Association of New England is holding a Career Fair and Trade Show at the Best Western Royal Plaza Hotel in Marlborough, Massachusetts on Wednesday, April 26, 2017. The Career Fair / Trade Show will run from 9:00 am to 4:00 pm.



The goal for this event is to bring vocational and private career school students and future job seekers together with HVAC contractors and vendors, plus provide contractors with a chance to attend an educational code class and visit HVAC vendors at the Trade Show.

The Career Fair /Trade Show will provide students with an opportunity to explore the full spectrum of career opportunities within the HVAC industry, including contractors, distributors and manufacturers, all in one place and at one time.

ACA/NE believes that the job fair is a unique event, as it will provide the chance for the New England HVAC industry to meet and interact with a substantial group of students and graduates. Plus, the event will provide an opportunity for relationship building between all sectors of the HVAC industry.

The ACA/NE Career Fair / Trade Show will provide a platform for both those who are looking for a new job, and for those who own businesses or companies that have positions open for new employees. The ACA/NE Career Fair / Trade Show will also increase awareness by career services staff, principals, guidance counselors, and teachers of the career opportunities available in the HVAC industry.

The schedule will be designed in several waves. During the first wave, vocational schools will attend an educational session. This will be followed first with visits to contractors, and then to vendors. The second wave will have private career schools following the same schedule. Then, ACA/NE will host a code class for contractors, and the program will conclude with a trade show.

ACA/NE Career Fair and Trade Show Agenda

	Vocational Schools	Private Career Schools	HVAC Contractors	HVAC Vendors
9:00 am – 10:00 am	Welcome and informational seminar		Registration and Set Up	
10:00 am – 11:00 am	HVAC contractor visits	Welcome and informational seminar	Meet with vocational schools	Registration and Set Up
11:00 am - 12:00 pm	HVAC manufacturers and distributor visit	HVAC contractor visits	Meet with private career schools	Meet with vocational schools
12:00 pm - 1:00 pm	Lunch	HVAC manufacturers and distributor visit	Lunch	Meet with private career schools
1:00 pm - 2:00 pm		Lunch	HVAC contractors attend code class	Lunch
2:00 pm - 4:00 pm				Trade Show -- HVAC contractors meet with HVAC vendors

From the industry ACA/NE is seeking HVAC contractors and vendors to:

- Register for a tabletop for the Career Fair and Trade Show.
- Provide speakers for the student educational forum.
- Contribute an industry-related token or gift for the student gift bags and raffle.



Fees

Each tabletop comes with two full-day event registrations.

An additional charge will apply for extra staff and trade show only attendees.

Tabletop

ACA/NE Contractor Members	=	\$100
Non-Member Contractors	=	\$200
ACA/NE Vendor Members	=	\$500
Non-Member Vendors	=	\$650

Lunch Sponsors = \$300

Additional Staff/Trade Show Only = \$30



Tabletop Registration Form Career Fair and Trade Show

Best Western Royal Plaza Hotel | Marlborough, MA
8:00 am - 4:00 pm



[Click here to register online](#)

Company _____ Street _____

City _____ State _____ Zip _____ Phone _____

The fee includes two full-day event registrations plus a six-foot draped table and exhibitor sign.

Name # 1 _____

Name # 2 _____

Email # 1 _____

Email # 2 _____

Cell Phone _____

Cell Phone _____

Additional staff or trade show only attendees can register for \$30 per person.

Name # 3 _____

Name # 4 _____

Email # 3 _____

Email # 4 _____

Cell Phone _____

Cell Phone _____

Tabletop, Sponsorship, Additional Staff and Trade Show Attendance Fees

ACA/NE Contractor Members = \$100



Non Member Contractors = \$200

ACA/NE Vendor Members = \$500

Non Member Vendors = \$650

Lunch Sponsors = \$300

Additional Staff or Trade Show = \$30 per person

Total \$ _____ Payment Method ☐ Check ☐  ☐  ☐ 

Account Number _____ Expiration _____ Security Code _____

Cardholders' Name _____ Email _____ Billing Zip Code _____

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