



COMMONWEALTH of VIRGINIA

Virginia Employment Commission

Dolores A. Esser
Commissioner

P.O. Box 997
Mechanicsville, Virginia 23111-1160

September 6, 2007

Dear Employer:

You are cordially invited to participate in the **2007 Veterans Day Job Fair, Thursday, November 8, 2007**. This event will be held at the **Richmond Raceway Complex**, (Henrico Hall Building), located at 600 East Laburnum Avenue, Richmond, Virginia from 10:00 a.m. until 3:00 p.m. Since this job fair is open to the general public as well as veterans, and more than 1200 potential employees have attended at past job fairs, we anticipate a larger number of participants this year.

REGISTRATION IS FREE! Please complete the attached registration and return via the below e-mail/fax to 804-559-7141 no later than **October 12, 2007**. We request that employers be set up by 9:30 a.m. as opening ceremonies will begin at 10:00 a.m. **A continental breakfast will start at 8:30 am and a buffet lunch will be provided at no cost to employers.**

SPACE IS LIMITED ON A FIRST COME, FIRST SERVED BASIS so don't miss this great opportunity to meet and greet potential future employees.

Thank you!! Hope to see you there!!

A handwritten signature in cursive script that reads 'Shelby J. Robinson'.

SHELBY J. ROBINSON
Assistant Commissioner for Field Operations

Enclosures:
Registration Form
Driving Directions

Veterans Day Job Fair

November 8, 2007

Please complete this form & submit, e-mail or fax **no later than October 12, 2007**

Organization*: _____

Contact Person*: _____

Address*: _____

Phone*: _____

Fax: _____

Email Address*: _____

Number of company representatives attending (limit to 2)*: _____

WILL You Attend *:

Yes, we will attend and bring information on current job openings.

Special requirements: Electrical Outlet YES ____ NO ____

(PLEASE NOTE: WE DO NOT SUPPLY VCR'S, TV'S, EXTENSION CORDS OR COPYING SERVICES.)

Yes, we will attend and provide information relative to future company needs, although we have no job openings at this time.

No, we are unable to attend. Please keep us in mind for future events.

Please respond no later than **October 12, 2007**

Virginia Employment Commission

Fax:(804) 559-7141

E-mail Robert.Fitzgerald@vec.virginia.gov

Driving Directions

FROM THE NORTH:

Travel I-95 to Exit 82, take Chamberlayne Avenue (301), turn left at third traffic light onto Azalea Avenue, follow signs (2.5 miles).

OR

Travel I-95 to Exit 43 onto I-295 South. Follow I-295 to Exit 38-B - Meadowbridge Road. Travel Meadowbridge Road approximately five miles; the entrances will be on the left.

FROM THE SOUTH:

Travel I-95 to Exit 82 (DO NOT TAKE FAIRGROUND EXIT 76-A), at end of exit ramp turn right on Chamberlayne Avenue (301), at a second traffic light turn left onto Azalea Avenue, follow signs (2.5 miles) Turn Right Meadowbridge Road approximately (2 miles); the entrances will be on the left..

OR

Travel I-95 to Exit 45 onto I-295 North. Follow I-295 to Exit 38-B - Meadowbridge Road. Travel Meadowbridge Road approximately five miles; the entrances will be on the left.

FROM THE WEST:

Travel I-64 east to Exit 186, turn left at end of exit ramp onto Laburnum Avenue, follow Laburnum about 2 miles to Richmond Raceway Complex.

OR

Travel I-64 to Exit 177 onto I-295. Follow I-295 to Exit 38-B - Meadowbridge Road. Travel Meadowbridge Road approximately five miles; the entrances will be on the left.

FROM THE EAST:

Travel I-64 west to Exit 195, turn right at end of exit ramp onto Laburnum Avenue, about five miles to Richmond Raceway Complex.

OR

Travel I-64 West to Exit 200 onto I-295 North. Follow I-295 to Exit 38-B - Meadowbridge Road. Travel Meadowbridge Road approximately five miles; the entrances will be on the left.

After entering gate continue straight the Henrico Hall Building will be 2nd building on left