



COMMONWEALTH of VIRGINIA

Virginia Employment Commission

703 East Main Street

Dolores A. Esser
Commissioner

Post Office Box 1358
Richmond, Virginia 23218-1358

August 19, 2009

Dear Employer:

You are cordially invited to participate in the 2009 Veterans Day Career Fair, Tuesday, November 10, 2009. This event will be held in Henrico Hall at the Richmond Raceway Complex, 600 East Laburnum Avenue, Richmond, Virginia, from 10:00 a.m. until 3:00 p.m. This Career Fair is open to veterans, as well as the general public. More than 1500 potential employees have attended in the past, and we anticipate a larger number of participants this year.

Registration is free. Please complete the attached registration form and return it by e-mail to Robert.Fitzgerald@vec.virginia.gov or fax to 804-559-7140, no later than October 23, 2009. We request that employers be set up by 9:30 a.m. as the opening ceremonies will begin at 10:00 a.m. A box lunch will be provided at no cost to employers.

Space is limited and will be assigned on a first come, first served basis. Don't miss this opportunity to meet and greet potential employees.

Thank you and I hope to see you there.

Sincerely,

Shelby J. Robinson

Shelby J. Robinson
Assistant Commissioner for Field Operations
Virginia Employment Commission

2 Enclosures:
Registration Form
Driving Directions

Veterans Day Job Fair

November 10, 2009

Please complete this form & submit, e-mail or fax **no later than October 23, 2009**

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 23, 2009**

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 the 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 entrance 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 entrance 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 entrance 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 on your left.

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 entrance 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 entrance will be on the left.

After entering the main gate of the Raceway Complex continue straight to Henrico Hall on the left.