DANIELS SCHOOL OF BUSINESS
EMPLOYER CAREER FAIR GUIDE

The Daniels School of Business is looking forward to your attendance at the Career Fair hosted by the School of Business Career Council (SBCC) and Business Career Services. In preparation for the upcoming fair, the most common questions are covered below.

EVENT DETAILS

Date: Thursday, February 4, 2027

Time: 12 PM - 4 PM ET

Venue: Purdue Memorial Union (PMU), North and South Ballrooms

EVENT SCHEDULE

9:30 AM – Noon	Set Up
12:00 – 4:00 PM	Career Fair
1:30 – 3:00 PM	Lunch

OPTIONAL INTERVIEW DAY

You may sign up through your career fair registration in the Purdue Career Gateway. If you sign up for On-Campus Interviews, please reference the below information:

- **Day**: Friday, February 5, 2027
- **Time**: 8:30 AM – 5 PM
- **Place**: Young Hall

Please note that your interview location will be confirmed one week prior to the career fair. You will be given interview scheduling sheets when you arrive to the career fair. Day of, parking and a lunch voucher will be provided, as well as coffee and pastries upon arrival.

PAYMENT INFORMATION

- Payments can be made with a credit card at the time of registration.
- Charges will not be assessed until registration is approved.
- Checks may be mailed as indicated in the registration portal.

For billing questions/issues please e-mail businesscareers@purdue.edu or call 765-494-4377.

DISPLAYS & SHIPPING

Recruiting materials for the fair may be sent to the address listed below and must arrive **one week prior to the fair by January 29, 2027**. Materials will be delivered to your assigned table on the morning of the career fair. Please **do not** ship materials for other events as we are unable to retrieve packages until the morning of the fair.

Please have your company name printed and **clearly visible** on EACH package.

Each registration is provided with a 6'x 3' table. We ask that your displays **do not** exceed this width, extend into the walkway or impact companies around you.

Please mail packages to:

Leah Jackson/SBCC Career Fair
Rawls Hall, 100 South Grant Street
West Lafayette, IN 47907

AFTER THE FAIR

We can help you ship your career fair materials to their next destination if you are using FedEx or UPS. After the career fair, please have your materials packed up with pre-paid labels attached and bring them to the registration table where you checked in. Packages will be sent out the next day. Contact Business Careers with questions at businesscareers@purdue.edu.

PARKING

Step 1: When you arrive on campus, head to the Grant Street Garage (120 Grant St, West Lafayette, IN 47906). Grab a ticket and bring this to the PMU. If you choose to take the tunnels, choose "S" in the elevators and follow the signage to the PMU.

Step 2: When entering the Purdue Memorial Union, go to the first floor and use the directional signage to head to the employer registration off the side of the South Ballroom. Upon arrival, you will receive a parking voucher you can use when you exit the garage.

CHECK-IN

At the employer registration table you will be greeted by a SBCC member and directed to your table, either in the North or South Ballrooms. Please bring your company nametags.

LUNCH & REFRESHMENTS

The hospitality area will be located in the West Faculty Lounge (room 250) on the 2nd floor of the PMU and accessible beginning at 9:30am. Stop by anytime for coffee, water, and snacks. Water stations to refill your water bottle will be available throughout the PMU. A lunch buffet will be provided from 1:30 PM – 3:00 PM.

WI-FI

Individuals visiting Purdue's West Lafayette campus have free access to AT&T's Wi-Fi service, courtesy of Purdue Extended Campus, the Center for Career Opportunities and ITaP. Connect to **attwifi**.

HOTELS

The Union Club Hotel is located in the Purdue Memorial Union. Additional hotels (in closest proximity to campus) include:

- Hampton Inn & Suites, 765-269-8000
- Hilton Garden Inn, 765-743-2100
- Holiday Inn Lafayette-City Centre, 888-465-4329
- The Whittaker Inn, 765-441-2010

To see a complete listing of area accommodations, visit the Lafayette-West Lafayette website.