

# Western Washington University

November 6, 2019, 10am-2pm PST

## ORGANIZER

Contact information prior to event: Anna Tognazzini, 360-650-3268 [Anna.Tognazzini@wwu.edu](mailto:Anna.Tognazzini@wwu.edu) Contact information day of event: Diane Flores, 360-650-4240 [Diane.Flores@wwu.edu](mailto:Diane.Flores@wwu.edu)

## EVENT LOCATION

Wilson Library, Reading Room

[Campus Map](#)

Internet access covered by registration fee.

One lunch included in registration fee. Morning hospitality (coffee, tea, water) also provided.

## Amenities

We provide a 3' x 6' table and chair (but no table drape). Due to space limitations we request use of tabletop displays rather than large floor-based backdrops.

\$125 registration provides one table and chair set up, one vehicle parking pass, internet access, and one lunch. Additional lunches (at \$15 each) may be selected via the online registration form.

## REGISTRATION

[Registration Link](#)

## DRIVING INFORMATION

Provided in a confirmation letter disseminated a few weeks prior to event. Important that you provide the rep contact information to reach prior to event regarding parking.

## PARKING

[Directions to WWU and campus map](#)

Parking is offsite at WWU's Lincoln Creek Park-and-Ride, located at 800 Lincoln Street. Details about parking, permits, shuttles, etc. is provided in the confirmation letter disseminated a few weeks prior to event. Important to provide rep contact information to reach prior to event.

Material drop-off details: Pre-ship materials or self-transport from parking to event site with shuttle service.

## SHIPPING MATERIALS

### Pre-Shipping

Address pre-shipped materials to:

Western Washington University

Attn: Law School Fair

Career Services Center,

Old Main 280 516 High Street

Bellingham, WA 98225-9002

We request that shipped materials be received by 5 p.m. Thursday, October 31st. Avoid surprises. Confirm delivery of shipped materials through your carrier's online tracking system (FedEx, UPS, etc.).

## HOTEL

[Bellingham Lodging Information link](#)