



TO: WEF Representative

FROM: Tammy Brunette WEF Site Coordinator

DATE: September 2015

RE: **Wisconsin Education Fair**  
**Tuesday, September 29, 2015**  
**6:30 PM - 8:30 PM**  
**UWFox Field House**

We are pleased that you will be joining us at the University of Wisconsin Fox Valley for the 2015 Wisconsin Education Fair. Your participation is greatly appreciated. We are looking forward to another successful evening with parents and students from forty one area high schools invited to attend.

The fair will begin promptly at 6:30pm and continue until 8:30pm. Check-in will begin at 5:45pm, at which time light refreshments will also be available in our hospitality room. For your convenience we plan to provide a drop-off area in order to assist you with your fair materials (look for us near the field house and Communication Arts entrance). Also, please note that cell phone use is prohibited inside the fair except for emergency situations and scanner application, and that our field house is not air conditioned.

Our campus is located at 1478 Midway Road, just off Hwy 441, in Menasha, WI. Directions to UWFox and a map of our campus can be found by going to <http://www.uwfox.uwc.edu/ABOUTFOX/map.html>. For accommodations, please refer to the Fox Cities Convention & Visitor Bureau website: <http://www.foxcities.org/stay.cfm>.

If you have any questions or concerns, we can be reached at **920-832-2633** or **tammy.brunette@uwc.edu**

We look forward to seeing you soon.