

October 8, 2018

To Whom It May Concern:

We would like to invite you to our Career Day Friday November 30th, 2018. Our Career Day starts with registration a light breakfast from 8:00am-9:00am followed by presentations from 9:00am-12:00pm. Lunch will be hosted in the Media Center at 12pm.

If you are attending the Career Day please complete the following information:
PLEASE RETURN or email FORM BY November 14th, 2018

This letter is to confirm your speaking at our school on Friday November 30, 2018

Presenter's Name: _____

Child's Name & Teacher _____

Business and Position: _____

Phone: _____

Email: _____

Available times to present: _____ All day _____ 9am-11am _____ 10am-12pm

(Presentations will run every 30 minutes. As the presenter you will be assigned a room and the students will come to the class for your presentation.)

Grade level preferred _____

Most of our classrooms are equipped with either a smart board or promethean board, please check if you need for your presentation. _____

Thank you,

Alexis M. Chin

David Fair child Elementary

School Counselor

305-665-5483

alexischin@dadeschools.net