

ACP JOB PLACEMENT CENTER - JOB POSTING ORDER FORM

Please print clearly to avoid delays in processing your order.

Name _____ ACP ID or Booth # _____
 (First) (MI) (Last)

Company/Organization Name _____

Address _____

City _____ State/Province _____ ZIP/Postal _____

Day Phone _____ Fax _____

E-mail (where Job Seeker's Profiles should be sent): _____

JOB POSTING REQUIREMENTS/INSTRUCTIONS:

1. Postings must be a high-resolution 8.5" X 11" pdf.
2. There is no limit to the number of postings you submit.
3. Postings may list multiple openings.
4. There is no charge for color.
5. **Double-sided postings will be charged as 2 separate postings, and both sides will be displayed.**
6. **Exhibitors, MUST** include the booth # on their postings.
7. **Physicians MUST** include their name and contact information during the meeting.
 Appropriate wording for physicians:
During Internal Medicine 2023 contact Dr. Smith at (list cell phone number or e-mail address).
After the meeting contact (list person's name and contact information at the office).
8. Onsite postings will be included in the job posting booklet and will be emailed to participating physicians after the meeting.

JOB POSTING FEE:

Number of Postings Submitted		Cost per Posting		Total Amount Due
_____	X	\$600.00	=	\$_____

PAYMENT OPTIONS (Payment in full is required.)

Credit Card

Please see an ACP Job Placement Representative to get a credit card form.

Check # _____

(Make checks payable to ACP. Must remit in U.S. funds drawn on a U.S. bank.)

POST MEETING EBLAST INSTRUCTIONS

A URL containing the job posting will be sent to the physicians who submitted a profile to the Job Placement Center.

To be included in the post meeting eblast, please email a pdf of your job posting to jobplacementcenter@acponline.org the day of commitment. Your posting will be included in the post-meeting e-blast.