

EEO PUBLIC FILE REPORT

For the 12-month Period ending: **Oct, 2015-Sept ,2016**

Prepared by: **Bustos Media Holdings LLC**
(Licensee/Permittee)

This report covers the following employment unit:

<u>Call Sign</u>	<u>Facility ID Number</u>	<u>of Station</u>	<u>Type</u>	<u>Location</u>	<u>LMA</u>
KDDS		FM, AM		SEATTLE,	
KMIA		AM		WA	

A. The following is a list of all vacancies for full-time jobs during the previous 12 months:

	<u>Job Title</u>	<u>Date of Opening</u>	<u>Date Filled</u>
1.	Account Rep	New Position	11/15/2015
2.			

B. During the previous 12 months, the following recruitment sources were contacted to fill vacancies for full-time positions. Those with an asterisk (*) were organizations that requested to be contacted as job openings occurred:

	Recruitment Source	Job Opening numbers	Address	City	State	Zip	Contact Person	Telephone Number
1.	Career Fair	1	Seattle Center	Seattle	WA		Eddy Alonso	

C. The following is a list of the full-time jobs shown in Section A above and the recruitment source used to fill that position:

	<u>Job Title</u>	<u>Recruitment Source</u>
1.	Account representative	Career Fair
2.		
3.		
4.		

D. During the previous 12 months, there were a total of 4 people interviewed for vacancies for full-time positions. The following is a list of the total number of interviewees for each position along with the recruitment sources shown in Section B above:

Job Title	Number of interviews	Recruitment source
Account Rep	4	Career Fair

E. During the last 12 months, the station employment unit engaged in the following initiatives (provide full details, including an explanation if no initiatives were conducted during the period involved):

- Bustos Media Holdings LLC provides tours (based from career in broadcasting frame) of the stations facilities to any group or organization requesting one.
- Station Managers held monthly meetings with the staff to select initiatives for the employment unit and plan strategies to accomplish them. During the monthly meetings Managers and full time employees discuss concerns including job opportunities within the station, address issues such as employment procedures to ensure that all FCC and company policies are clearly understood and carried out.
- Internal announcements were posted in the Lunch room when positions became open, encouraging employees to apply as well as for employee referrals.
- The stations EEO Policies have been communicated to employees and job applicants through notices placed on the front desk, employee manual, statement in employee advertisements, statement on website and News Letters at Career/ Job fairs.
- All employees are given the hand book which clearly states that Bustos Media Holdings LLC follows the Equal Employment Opportunity and Non-Discrimination Policy, the company is an equal opportunity employer. We enthusiastically accept our responsibility to make employment and management decisions without regard to race, color, sex, religion, national origin, age, physical or mental disability, veteran status, marital status, sexual preference or other classifications prohibited by federal, state or local related to employment placement, retention, compensation, training, promotions and terminations.

- Bustos Media Holdings LLC encourages and supports internship programs that enable college students to obtain on job experience while completing their education.

Media Sales

Bustos Media Seattle

Bustos Media is looking for people who are motivated, that have what we call in Spanish "Ganas" or desire. (The desire to win!) The Seattle/Tacoma Hispanic market has grown over 100% in the last 10 years and is still growing. We are looking for someone that is self-motivated, organized, and manages time well. A person who has great follow-through skills and is driven to succeed. Prospecting and relationship building are key components in the job. Being bilingual would be great but it is not necessary.

Send your resume to: Seattle@Bustosmedia.com. No phone calls please

Bustos Media Holdings LLC is an Equal Opportunity Employer



Gran D & Zeta News!

2016- 2017 Job Opportunities

Bustos Media Holdings LLC is an Equal Opportunity Employer

Bustos Media's mission is to build and manage the premier independently owned Spanish-language network and Radio group serving the fast growth mid-tier Hispanic markets in the United States. As such, we are seeking to attract and retain experienced on-air talent, sales people and a management team who are committed to deliver the best entertainment to a growing audience in all our Markets in Seattle, Eastern Washington and Oregon

Amador Bustos, CEO/ President

Bustos Media Holdings LLC
5110 SE Stark Street
Portland, Oregon 97215

For Job Options contact

Ed Distell, VP/ COO eddistell@bustosmedia.com

Eddy Alonso, GM Seattle Market ealonso@bustosmedia.com

Humberto Salinas, Market Manager EWA Market hsalinas@bustosmedia.com

NW Radio Group Our Stations and their formats

La GranD – on KGDD, KSND OR, on KDDS SEATTLE and on KZTA, KZTB, KZML EWA – La Gran D has been the markets' standard bearer for Bustos Media since 2003. It is the most recognized on-air brand that plays a blend of Regional Mexican hits targeting Hispanic adults 25 to 49. La GranD airs the only local radio Spanish language newscast, as well as traffic and weather reports during morning and afternoon drive. Complete markets' coverage over 6 frequencies

La Pantera – on KWBY & KCKX - 940 AM & 1460 AM – is the premiere heritage Spanish language radio station in Oregon. Now we have added even greater coverage with 1460 AM. This is complete coverage of Woodburn/Salem and points south. La Pantera plays a powerful combination of classic Regional Mexican tunes Hispanic adults 30 to 54

LA ZETA on KZZR OR, on KMIA SEATTLE and on KMMG, KZUS, KYXE EWA is a high-energy, promotionally oriented and personality driven contemporary Regional Mexican format targeting Hispanic young adults 18 to 34. Its synergy with the audience is absolutely incomparable. It offers a fast paced music and personality delivery that drives the youthful, yet loyal and consuming listener to stay tuned. Together, all three stations are an unbeatable combination to blanket the entire Market... From Vancouver to south of Salem. This is Top 40 high-energy radio at its best.

LA1390 KZZD in Salem OR has a blend of contemporary and classic Mexican and Latin American favorite tunes



This variety of radio formats and complete market coverage distinguishes BUSTOS MEDIA stations as the Spanish Radio Leader. Our diversity reaches across the wide range of musical tastes among Northwest's Spanish speaking audience.

for employers

Ads Company Page Account Jobs & Candidates

Summary Billing Summary Email Preferences Linked Accounts

Need Help? Call us: 1-800-462-5842

Indeed Billing Summary				Oct 1, 2016 - Oct 31, 2016 Change »	
Date	Activity	Charges	Payments/Credits	Balance	
10/1/16	Balance forward			\$44.59	
10/2/16	Payment received Invoice: #6,311,928.0, (printable receipt)		\$-44.59	\$0.00	
10/17/16	Advertising charges for October	\$10.05		\$10.05	
Total credits and charges		\$10.05	\$-44.59	\$10.05	

Annapurna Pillutla

From: Eddy Alonso <ealonso@bustosmedia.com>
Sent: Tuesday, October 18, 2016 4:09 PM
To: Annapurna Pillutla
Subject: FW: Eddy, ZipRecruiter Order Confirmation of Hiring Plan

This is what we did with Zip Recruiter.

From: John Ketron [mailto:john.ketron@ziprecruiter.com]
Sent: Thursday, August 11, 2016 12:01 PM
To: ealonso@bustosmedia.com
Subject: Eddy, ZipRecruiter Order Confirmation of Hiring Plan

Eddy,

Per our conversation, please review and approve the plan details below and **reply with "approve" or "confirmed"** and I'll make the necessary changes for you. Payment will be applied to your preferred credit card.

Here is the link to enter in your credit card.
<https://www.ziprecruiter.com/user/change-card>

This e-mail also confirms that you are authorized to make purchasing decisions for your organization.

If you require a signed paper contract (as opposed to the Terms of Use that you accepted on the ZipRecruiter website), please let us know.

Thank you for your business!

Job Posting:	Current Subscription:	New !
Description:	Starter Plan, 3 Jobs, Monthly Subscription (4 Day Free Trial)	Starte
Job Postings:	3	3
Included Resume Views:	0	0
Included User Seats:	1	1
Included Hiring Companies:	UNLIMITED	UNLI
Regular Price:	\$249.00/month	\$249.

Billing Details:

Quote Contract:			
Last Renewal Date:	8/11/16	8/11/16	
Next Renewal Date:	8/15/16	9/11/16	
Today's Gross:		\$249.00	
Today's Prorated Amount:		\$49.80	

Billing Details:

Today's Total:

\$199.20

Payment Method:

Immediately by Credit Card

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John Ketron | Account Executive, New Business

Direct phone number (480) 401-3743

8:00am - 4:30pm PST

ZipRecruiter

Media Sales

Bustos Media Seattle

Bustos Media is looking for sales people who are motivated and have a desire to win! The Seattle/Tacoma Hispanic market has grown over 100% in the last 10 years and continues to do so. This translates into a buying power of \$7 billion!! This great opportunity requires prospecting, relationship building, developing and presenting marketing campaigns that are tailored for clients who want to tap into this valuable consumer group.

Qualities that we are looking for:

- Self-motivated
- Organized
- Manages time well
- Great follow-through skills
- Driven to succeed
- Positive attitude

Being bilingual would be great but it is not necessary. Sales experience preferred. Send your resume to: Seattle@Bustosmedia.com. No phone calls please

Bustos Media Holdings LLC is an Equal Opportunity Employer

Choice

CAREER FAIRS

Seattle Career Fair

OCTOBER 15, 2015

PARTICIPATING COMPANIES

AAarrow All-Star
Allstate Insurance
Apple One
Big 5 Sporting Goods
Bustos Media Holdings, LLC
C3 Research Associates
Capital One
Community Day School Association
Farmers Insurance
Hampton Inn & Suites
ITT Technical Institute
JustEnough
Mass Mutual Seattle
Primerica, LeVeque, Ovena and Associates
Resume Junction
Salem Media Group
Service Corporation International
Transportation Security Administration/DHS
U.S. Navy
U.S. Security Associates
Verizon Wireless
...and more!!!

JOB TITLES AVAILABLE AT THIS EVENT

Account Coordinator
Account Managers
Account Sales Manager
Accounting Asst.
Accounting Clerk
Accounts Payable Specialist
Administrative Asst.
ADVERTISING: Acct Managers (Sign Spinners)
ADVERTISING: Acct Managers (Radio)
ADVERTISING: Flying
ADVERTISING: Marketing
ADVERTISING: Marketing/Advertising
ADVERTISING: Sales Rep.
ADVERTISING: Sign Spinners
Agency Owner
Agency Support Staff
AR Specialist
Benefits Specialist
Billing Clerk

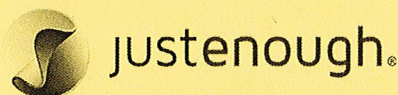
Bookkeeper
Business Development/Proposal Writer
Business Office Administrator
Buying Associates
Call Center Rep.
CELL PHONE SERVICE: Bus. Sales Acct Exec
CELL PHONE SERVICE: Retail Customer Srvc
CELL PHONE SERVICE: Retail Sales Rep.
Communication Specialists
Customer Service Associate (Share Builder)
Customer Service Specialist
Data Entry
EDUCATION: Enrichment Teacher
EDUCATION: Nutrition Specialist
EDUCATION: Program Director
EDUCATION: Program Specialist
EDUCATION: Substitute Teacher
Escrow Asst.
Escrow Officer

Exclusive Financial Specialist
Executive Recruiter
Export Coordinator
Financial Account Executive
Financial Analyst
Financial Services Rep.
HEALTHCARE: Medical Front Office
HEALTHCARE: Registered Nurses
HOSPITALITY: Front Desk Agent
HOSPITALITY: Hotel Laundry Attendant
HOSPITALITY: Maintenance Worker
HOSPITALITY: Night Auditor
HR
Inside Sales Support
Insurance Agent
Insurance Sales
IT: .Net Developer
IT: Business Solution Consultant
IT: Change Management Consultant

IT: Developer
IT: Director of Professional Services
IT: Project Manager
IT: Software Development Engineer
IT: SQL Developer
IT: Sr. Development Engineer
IT: Technical Solution Consultant
Jr. Commercial Real Estate
Jr. Recruiter
Legal Asst.
Marketing
Marketing Rep.
Materials Manager
MDS Coordinator
Medical Biller
Office Coordinator
Operations Manager
Payroll Specialist
Project Coordinator

Purchasing Specialist
Receptionist
Recruiter
Recruiting Coordinator
Recruiting Managers
Sales Agent
Sales Director
Sales Managers
Sales Support
SECURITY: Flex Officer - Special Response Officer
SECURITY: Security Officers
SECURITY: Security Specialists
SPORTING GOODS: P/T Cashier
SPORTING GOODS: P/T Sales Person
SPORTING GOODS: Retail Manager Trainee
Staff Accountant
Transportation Security Officers

...and more!!



CAREER OPPORTUNITIES:

***SQL Developers**
***C# Developers**

Please send your resume to: tonya.nicholls@justenough.com



WE ARE CURRENTLY SEEKING:

◆ Sales Representative
◆ Marketing Advertising Representative

Please send your resume to: seattle@bustosmedia.com

America is Listening!

Salem Communications is the leading media corporation specializing in Christian and Conservative content.



Have a purpose

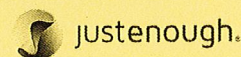
driven career.



SPONSORS:



Transportation Security Administration



For more information about this or other events, call Choice Career Fairs at (800) 852-0687.

Choice

CAREER FAIRS

2015 REGISTRATION AGREEMENT

Call Norie Wiechmann at 702-463-5178 or email Norie@choicecareerfaairs.com

Thank you for your Registration! Please complete and FAX this form to 800-799-7953.

CHOOSE YOUR EVENTS

Albuquerque, NM Hotel Cascada (formerly Park Inn by Radisson)

☐ Jan. 22 ☐ Apr 2 ☐ Jun 11 ☐ Jul 30 ☐ Sept 24 ☐ Nov 12

Las Vegas, NV Texas Station Hotel

☐ Jan 28 ☐ Mar 12 ☐ Apr 14 ☐ May 21 ☐ Jun 30 ☐ Jul 30
☐ Sept 24 ☐ Nov 12

Los Angeles, CA Holiday Inn (Los Angeles - Intl Airport)

☐ Feb 12 ☐ Apr 16 ☐ Jun 18 ☐ Sept 17 ☐ Nov 12

Ontario, CA Doubletree Hotel

☐ Apr 2 ☐ Jun 11 ☐ Aug 27 ☐ Nov 4

Orange County, CA Embassy Suites (Santa Ana/OC - Airport N.)

☐ Feb 19 ☐ May 14 ☐ Aug 6 ☐ Oct 8 ☐ Dec 3

Phoenix, AZ Phoenix Airport Marriott Hotel

☐ Jan 29 ☐ Feb 25 ☐ Apr 2 ☐ May 7 ☐ Jun 25 ☐ Jul 30 ☐ Aug 27
☐ Sept 17 ☐ Dec 10

San Diego, CA Doubletree Hotel

☐ Apr 30 ☐ July 30 ☐ Oct 8

Seattle, WA The Seattle Center

☐ Jan 29 ☐ Mar 26 ☐ May 13 ☐ Jun 25 ☐ Aug 13 ☒ Oct 15

Chicago, IL Holiday Inn Rolling Meadows/Schaumburg (3405 Algonquin Rd)

☐ Mar 19 ☐ Jun 10 ☐ Sept 24

W. Chicago, IL Holiday Inn Chicago/Oak Brook (17 W 350 22nd St)

☐ Apr 15 ☐ Oct 15

N. Chicago, IL The Congress Plaza Hotel (520 South Michigan Ave)

☐ May 7 ☐ Aug 13 ☐ Nov 12

Cleveland, OH DoubleTree Hotel - Independence

☐ Jun 11 ☐ Aug 27

Columbus, OH Aladdin Shrine Center / Ramada Plaza (4900 Sinclair Rd.)

☐ Jan 29 ☐ Apr 1 ☐ June 18 ☐ Sept 16 ☐ Dec 3

Denver, CO Doubletree (Stapleton - S.) / Doubletree (Stapleton - N.)

☐ Jan 22 ☐ Mar 18 ☐ May 21 ☐ Aug 4 ☐ Oct 1 ☐ Dec 3

Minneapolis, MN Embassy Suites (Airport)

☐ May 14 ☐ Aug 20 ☐ Nov 5

St. Louis, MO Doubletree Hotel (1973 Craigshire Road)

☐ Jun 11 ☐ Sept 17

Atlanta, GA Holiday Inn (Dunwoody Road) / Ramada Plaza Atlanta Downtown

☐ Apr 16 ☐ Jul 30 ☐ Sept 24 ☐ Dec 10

Baltimore, MD Hilton Baltimore (BWI Airport)

☐ Feb 26 ☐ May 21 ☐ Aug 6 ☐ Nov 4

Ft. Lauderdale, FL Sheraton Ft. Lauderdale Airport Hotel

☐ Feb 12 ☐ May 7 ☐ Dec 10

Long Island, NY Melville Marriott

☐ Feb 19 ☐ Apr 30 ☐ Jun 25 ☐ Aug 13 ☐ Oct 15 ☐ Dec 10

New York, NY Holiday Inn (Midtown)

☐ Feb 5 ☐ Mar 19 ☐ May 14 ☐ Sept 16 ☐ Nov 12

Palm Beach, FL Hilton Palm Beach Airport

☐ Mar 19 ☐ Jun 4 ☐ Sept 17 ☐ Nov 12

Philadelphia, PA Crowne Plaza Hotel (King of Prussia)

☐ June 11 ☐ Sept. 17

Washington, DC Holiday Inn (Rosslyn)

☐ Mar 4 ☐ June 4 ☐ Aug 20 ☐ Oct 29

Austin, TX Norris Conference Center

☐ Apr 1 ☐ Jun 9 ☐ Sept 24

Dallas, TX Doubletree Hotel (Market Center)

☐ Mar 19 ☐ Jun 25 ☐ Aug 20 ☐ Oct 29 ☐ Dec 10

Dallas, TX Holiday Inn / Plano Centre (Plano)

☐ Jan 28 ☐ Apr 30 ☐ Oct 1

Ft. Worth / Arlington, TX Hilton Arlington (2401 E Lamar Blvd.)

☐ Feb 19 ☐ Jun 4 ☐ Jul 30

Houston, TX Sheraton N Houston (15700 John F. Kennedy Blvd)

☐ Jan 29

Houston, TX Crowne Plaza (River Oaks - 2712 SW Fwy)

☐ Feb 24 ☐ Apr 14 ☐ Aug 4 ☐ Oct 14 ☐ Dec 8

Houston, TX Holiday Inn - Hobby Airport (8611 Airport Blvd)

☐ Jun 11 ☐ Sept 17

San Antonio, TX Norris Conference Center (618 NW Loop 410 #207)

☐ Feb 12 ☐ Apr 16 ☐ Jun 18 ☐ Aug 13 ☐ Oct 8 ☐ Dec 10

CHOOSE YOUR PACKAGE

REGULAR RATE

Rate AFTER Discount

☐ Package #1 \$1195 per Event - \$_____ per Event

☒ Package #2 \$1595 per Event - \$ 675 per Event

Discounts available for first time or multiple events

CALL 702-463-5178 and get your DISCOUNT Rate

Please check one if MultiFairs are ordered:

☒ Pre-Register (pay as you go, with an invoice for each event)

☐ Pre-Pay (pay in advance for ALL events on one invoice)

Discounted registrations CANNOT be CANCELLED or RESCHEDULED.

REGISTRATION INFORMATION

Company: BUSTOS MEDIA HOLDINGS, LLC

Name: Annapurna Pillutla

Address: 1004 W. James street

City: KENT State: WA Zip: 98032

Phone: 253.876.3973 Fax: 253.852.5475

Email: apillutla@bustosmedia.com

Signature: Annapurna P.

BILLING INFORMATION

CREDIT CARD

☐ Master Card ☐ Visa ☐ American Express

Card # _____

Expiration Date: _____ CVV#: _____

Address: _____

Zip: _____ Signature: _____

Date: ____ - ____ - ____

INVOICE

If invoicing, please provide the name and contact of your

Accounts Payable Manager

Name: ANNA PILLUTLA Title: Business Mgr

Email: apillutla@bustosmedia.com Phone: 253.876.3973

Address: (If different than above)

Street: _____

City: _____ State: _____ Zip: _____

RECRUITING INFORMATION

Please provide your Top 3 Job Titles:

1. Sales Representative

2. Marketing/Advertising

3. Sales

If you would like us to get other job titles from your

web site, please provide the web address:



CAREER FAIRS

9101 W. Sahara Ave. #105-F30
Las Vegas, NV 89117
P: (800) 852-0687

URGENT!

Please Respond ASAP!

Ad Request Form

Please review the ad below for your final approval.

If your ad is complete and is acceptable please sign your initials next to the ad.

Email to geraldine@choicecareerairs.com or fax it to **1-800-799-7953**.

BUSTOS
MEDIA, LLC

WE ARE CURRENTLY SEEKING:

- ♦ **Sales Representative**
- ♦ **Marketing Advertising Representative**

Please send your resume to:
seattle@bustosmedia.com

Actual Size

X Annapurna
10.13.2015

Thank you very much,

Geraldine Pagaduan
ChoiceCareerFairs.com

Choice Career Fairs

9101 W. Sahara Ave.
#105-F30
Las Vegas, NV 89117-5772
(702) 257-1562
accounting@choicecareerairs.com



INVOICE # NW9276
DATE 10/02/2015
DUE DATE 10/15/2015

BILL TO
Bustos Media Holdings, LLC
1004 W. James St
Kent, WA 98032

Please detach top portion and return with your payment.

ACTIVITY	AMOUNT
Seattle 10/15/15	
JF Pkg - Seattle October 15, 2015	675.00
..	..
\$1595 Package #2 Price	
-\$920 Discount	
\$675 Final Invoiced Amount	

Ordered By: Annapurna Pillutla

WOULD YOU LIKE TO PAY BY CREDIT CARD?

BALANCE DUE

\$675.00

Please Fill Out The Information Below & Fax To (800) 799-7953

Card Number: _____

Expiration Date: _____ C.V.V.#: _____

Billing Address & Zip for Card: _____
(NUMBER ONLY NEEDED)

Amount To Charge: _____

Card Holder

Signature: _____

CANCELLATION POLICY:

DISCOUNTED REGISTRATIONS CAN NOT BE CANCELLED AT ANYTIME. NON-DISCOUNTED REGISTRATIONS CAN BE RESCHEDULED WITH 7 DAYS ADVANCE NOTICE IN WRITING(EMAILED & ACKNOWLEDGED) TO YOUR SALES REP.



Employment and Business Fair 2016

06.23.16.

Company	Booth #	Company	Booth #
AAA Oregon/ Idaho	12	Oregon Department of Consumer & Business Services & Oregon Department of Corrections	46
Albertina Kerr Centers	19	Oregon Department of Education	45
Allstate Insurance	18	Oregon Department of Transportation	42
Baby Mink	4	Oregon Lottery	40
Benson Industries, Inc.	11	Oregon National Guard	14
Business Oregon	44	Oregon State Parks	38
Bustos Media	60	Pacific Power	23
Central City Concern	47	Philippine American Chamber of Commerce Oregon	6
City of Gresham	48	Port of Portland	34
City of Portland	33	Portland Community College	9
City of Portland, Bureau of Development Services	54	Portland Development Commission	50
Clark College	61	Portland General Electric	55
Columbia Distributing	20	Portland State University	22
Comcast	37	Pro Heating and Cooling, Inc	3
Country Financial	16	Providence Health & Services	35
El Rey Radio-KRYP 93.1	5	Shine and Sparkle Cleaning Services, LLC	2
Enterprise Holdings	17	Spanish Yellow Pages	65
Fred Meyer	25	State Farm	24
Hispanic Metropolitan Chamber	32	Travelers	21
Hoffman Construction	13	TriMet	56
IMPACT Beaverton/ City of Beaverton	10	TriStar Family Chiropractic	1
Indian House Services	52	Uber Portland	49
KinderCare Education	51	Washington County	15
Lara Media	66	Wells Fargo	28
Latino Network	7	WorkSource Oregon Portland Metro	36
Metro	57		
Moda Health	53		
Mt. Hood Community College	58		
Multnomah County	30		
New York Life & NY Life Securities LLC	8		
NW Natural Gas	59		
Oregon Health & Science University (OHSU)	26		
Oregon Department of Administrative Services	39		

Our special thanks to our 2016 Corporate Sponsors





2016 Employment & Business Fair Questionnaire

Company Name: Bustos media

Participants Names: Stephanie Coon

Which category was your company promoting today? ☒

Check all that apply Contracting Employment Promotional

Please circle where 1 is least and 5 is most.

1. How would you rate the venue?

1 2 3 4 5

2. How would you rate the attendance?

1 2 3 4 5

3. Approx. # of people who attended your booth 17

4. If you participated last year in the Employment & Business Fair, did you hire anyone in connection with the event? Yes No

If yes, how many employees did you hire? _____

5. How effective was social media for the advertisement of your organization at this event?

1 2 3 4 5

a. Did you use #HMCfair2016 and/or other social media to promote the Employment and Business Fair prior to and during the event? Yes No

6. Would you consider participating in the Employment & Business Fair again next year?

1 2 3 4 5

7. Overall satisfaction with your participation in the 2016 Employment & Business Fair?

1 2 3 4 5

8. Any Suggestions to help us with our planning for next year?

Our special thanks to our 2016 Corporate Sponsors



Annapurna Pillutla

From: Chitra Gade <clgade@bustosmedia.com>
Sent: Tuesday, June 21, 2016 2:16 PM
To: 'Annapurna Pillutla'; 'Judith McInnis'
Subject: FW: Important Business Fair Information

Anna and Judith,

Please print this email and include it on your EEO Report along with the Flyer I sent you last week. If there are any applicants at the fair for WA I will forward them to you on 24th.

Thank you,

Chitra

Chitralekha Gade
Director of Administration
Bustos Media Holdings LLC
Portland, Salem, Seattle, E.WA., WI
D: 503 233 5284
F: 503 234 5592
clgade@bustosmedia.com



----- Forwarded Message -----

Subject: Important Business Fair Information
Date: Mon, 20 Jun 2016 18:48:43 +0000
From: Erika Manzo <emanzo@hmccoregon.com>
To: clgade@bustosmedia.com <rrivero@bustosmedia.com>
CC: MaryAnn Potter <mpotter@hmccoregon.com>



Dear Exhibitor:

Thank you for participating in the Hispanic Chamber's *Employment & Business Fair*.

Date: June 23, 2016

Time: 1:30 p.m. to 4:30 p.m.

Place: Oregon Convention Center- Oregon Ballroom

Listed below are the details for the event:

- The Business Fair will take place in **Oregon Ballroom** at the Oregon Convention Center. All booths must be set up by 12:00 p.m. SHARP for the fire marshal walk through.
- Exhibitors can start setting up at 11:00 a.m. the day of the event. The preferred method for unloading, if you have light or small displays, is by carrying your items into the exhibit hall through the main entrance. For larger displays, please use the loading dock area located between Lloyd Blvd and First Street. You will be using Bay #1. For smaller loads you can either use the curb cutout along MLK Jr. Blvd. or Holladay streets. Please see attached diagram.
- If you are using the dock area, please unload your materials and move your car as quickly as possible. Any vehicles parked in the loading dock area after 1:00 p.m. will be towed per order of the Fire Marshall. Exhibitors are responsible for bringing their own hand carts. For show continuity, booths cannot be taken down before 4:30 p.m.
- All booths must be confined to 10' x 10'. Nothing can be placed in the aisles. No candles, helium balloons or open flames are allowed. The display tables are 8ft and one will be assigned per company, with two (2) chairs per table and two (2) small bottles of water. Banners must be contained within your booth. S-Hooks will be provided if you need them.
- Exhibitors are responsible for ordering and paying for all their utilities (electricity, internet connection, booth cleaning, vacuuming, etc.) through the Convention Center Service Desk at servicedesk@oregoncc.org or by calling (503)235-7578. You can also order services online at <https://www.oregoncc.org/> and follow the "Exhibitors" tab. Additional signage and decorating services can be ordered through Karen Waggoner from Triumph Expo & Events Inc. 503/255-6700 karen.waggoner@triumphexpo.com
- Three (3) Interview Areas will be available for one-on-one interviews.
- No outside food or beverage may be brought on the premises.
- Parking will be the responsibility of the participants and attendees. The Oregon Convention Center has an onsite parking garage between Lloyd Blvd and First Street. Parking is \$10.00. There are several lots located within 1-2 blocks of the Convention Center as well as street parking. For directions and additional parking information please refer to the following link: <https://www.oregoncc.org/visitors/parking-and-directions>

If you have any questions or need further assistance, please call me at, (503) 222-0280 or by email at emanzo@hmccoregon.com

Thank you for your participation and attention to these details. We are looking forward to a productive Business Fair.

Erika Manzo

**Hispanic Metropolitan Chamber
Intern**

Offices:

Portland- 333 S.W. 5th Avenue, Suite 100, Portland, OR 97204

Vancouver- 805 Broadway Street., Suite 230, Vancouver, WA 98660

Beaverton- 4900 SW Griffith Drive, Suite 237 Beaverton, OR 97005

Office: 503-222-0280

www.hmccoregon.com



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NOTICE TO JOB APPLICANTS

WE SEEK AND EMPLOY QUALIFIED PERSONS IN ALL JOB CLASSIFICATIONS AND POSITIONS WITHOUT DISCRIMINATION ON THE BASIS OF RACE, RELIGION, SEX, NATIONAL ORIGIN, AGE OR DISABILITY. SUCH DISCRIMINATORY PRACTICES ARE SPECIFICALLY PROHIBITED BY LAW. IF YOU BELIEVE YOUR EQUAL EMPLOYMENT RIGHTS HAVE BEEN VIOLATED, YOU MAY CONTACT THE FEDERAL COMMUNICATIONS COMMISSION, THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION OR THE APPROPRIATE STATE OR LOCAL EEO AGENCY.