

**Minority Outreach Fair Matchmaking Meeting Schedule/Pre-Registration Instructions**

(As of June 17, 2016)

Each attendee may pre-register to meet with up to two (2) companies. When submitting your request for Matchmaking meetings, please complete the following steps:

- 1.) Review each Matchmaking host company’s service/product needs ([select here to review each Matchmaking Host Company’s Products/Services](#)) to assure your business is capable of fulfilling the requested needs for the Matchmaking host.
- 2.) Once you’ve determined your business is able to fulfill a host company’s product/service needs, select up to three (3) Matchmaking host companies, listed in preferential order, (**your third selection will serve as a back-ups in case your first or second selections are unavailable**) and email your selections to [events@mwmca.org](mailto:events@mwmca.org) along with your full name, business name, a short description of your business’ products/services, phone number, and email address.
- 3.) Upon receipt of your request, we will send you a confirmation message via email within one (1) business day confirming and detailing your scheduled meeting(s).

**\*\*Prior to making your meeting selections, please be sure to review each host company’s service and products needs first.** If we find your business may not be a match to a host company’s needs, we will follow up with you directly.\*\*

If “C” is in the column next to a company’s name on the schedule below, it means their Matchmaking schedule is filled, and no additional registrations are being taken for that particular company during the respective session time. However, 35 other prime companies/agencies are exhibiting with an abundance of opportunities.

The deadline to pre-register to meet with Matchmaking host companies is **Wednesday, June 22, 2016 at 11:00am**. However, based upon availability, we will be taking matchmaking meeting requests on event day. Please stop by the Matchmaking meeting registration area on event day to see which host companies are still available. [Select here to view the event floorplan](#) to locate Matchmaking Meeting areas.

**Matchmaking Meeting (MM) Schedule for Thursday, June 23, 2016**

9:00am - 9:45am			10:00am - 10:45am		
Host Company Name	O/C	Booth	Host Company Name	O/C	Booth
Cianbro Corporation	O	MM-A	Cianbro Corporation	O	MM-A
HESS Construction	O	MM-B	HESS Construction	O	MM-B
The Whiting-Turner Contracting Company	O	MM-C	The Whiting-Turner Contracting Company	O	MM-C
Clark Construction Company, LLC	O	MM-D	Clark Construction Company, LLC	O	MM-D
Hensel Phelps	O	MM-E			
<b>O = Open for Meetings; C = Closed for Meetings</b>					

[Select here to view the event floorplan](#) to locate Matchmaking Meeting areas.