

**Minority Outreach Fair Matchmaking Meeting Schedule/Pre-Registration Instructions**  
 (As of November 30, 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 [hyperlinks below](#)) 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 (**with your preferred session - 1 or 2 - if a matchmaking host company is participating in both sessions**) 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 **Tuesday, November 29, 2016**. 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.

**\*\* Please note that additional matchmaking host companies may be added to this list, please check back for updates frequently. \*\***

<b>Matchmaking Meeting (MM) Schedule for Thursday, December 1, 2016</b>			
<b>Session #1 - 9:00am - 9:45am</b>		<b>Session #2 - 10:00am - 10:45am</b>	
<b>Host Company Name</b>	<b>O/C</b>	<b>Host Company Name</b>	<b>O/C</b>
<a href="#">Hensel Phelps</a>	<b>C</b>	<a href="#">Hensel Phelps</a>	<b>C</b>
Sagamore Development	<b>C</b>	Sagamore Development	<b>C</b>
<a href="#">Southern Maryland Electric Cooperative (SMECO)</a>	<b>C</b>	<a href="#">T. Rowe Price</a>	<b>C</b>
<a href="#">T. Rowe Price</a>	<b>C</b>	<a href="#">The Whiting-Turner Contracting Company</a>	<b>C</b>
<a href="#">The Whiting-Turner Contracting Company</a>	<b>C</b>	<a href="#">Under Armour</a>	<b>C</b>
<a href="#">Under Armour</a>	<b>C</b>		
<b>O= Open for Meetings; C= Closed for Meetings</b>			