

## Caribbean Career Fairs Virtual Exhibitor FAQ and Pre-Event Exhibitor Kit

With advances in digital technology, Caribbean Career Fairs (CCF) is proud to welcome Industry's Leading Employers, Schools, Organizations, Public Sector Departments, Tourism Boards and Decision Makers to paradise via the accessibility of their own luxury virtual space. Caribbean Career Fairs is the only Career Fair hosted from the Caribbean that offers a hybrid platform multi day event with both In-Person (IP) and Virtual (V) Exhibitors.

A Virtual Exhibitor at the Caribbean Career Fairs offers a cost-effective choice when it comes to being part of an immersive experience for any school, industry or company regardless of location. With the option for premium upgrades such as: Official Virtual Exhibitor Sponsor, Full Auditorium, synch in-person demonstrations, live stream beach reels and real-time team broadcast on the jumbo screen; whether you are a school, sports team, tourism affiliate or an employer the opportunity for you to broadly share information as a Virtual Booth (V) makes you present.

### **Registration Made Simple, Secure and Guaranteed**

Registration is made online instantly. With no physical floor plan space to configure virtual stands are open to all industries regardless of location! Your participation is automatically guaranteed when payment and the online exhibitor application is sent. Our team will connect within 2 business days after your registration and payment is received.

Caribbean Career Fairs will have a host of digital marketing tools to help you promote your virtual booth. After payment and registration, you will be working alongside the Caribbean Career Fairs Team, CCF Content Creation Team and your own In-Person CCF Brand Ambassador leading up to and including the fair. In the meantime, we have pulled together some FAQs to let you know how we will be working together to set your stage on the beach.

## Caribbean Career Fairs Virtual Exhibitor FAQ & Pre-Event Kit

### **1. Do I need to create a virtual booth site by myself?**

Not at all. The Caribbean Career Fairs (CCF) team will work together using a fair platform to create a custom design virtual trade show booth that best promotes your business/school/organization and brand/programs. We'll be using a trusted platform to automate the process to create and populate each Caribbean Career Fairs Virtual Exhibitor's Booth. CCF will send a link to the exhibitor contact on the exhibitor registration form and you can begin building your virtual booth. We will connect over zoom to guide you and the process will take approximately two hours. Need more help? No problem, each CCF V booth comes with up to 6 hours CCF staff time.

### **2. Who should be my company's Exhibitor contact?**

As a decision maker, you know your company best and have the choice to choose your exhibitor contact. In general we recommend your exhibitor contact to be someone or a team of people who are energetic and know your company portfolio, usually someone from Talent/Recruitment Departments, Student Admissions, HR, Sales, Team Manager, Brand Ambassadors and/or Marketing team. Once you have assigned this person, please forward their contact information to [exhibit@caribbeancareerfairs.com](mailto:exhibit@caribbeancareerfairs.com). Our CCF Director will send out to your contact all information concerning the event and your exhibitor virtual booth link.

### **3. In preparation of our first V booth production, what are some of the items I can get ready to include in my Caribbean Career Fairs virtual booth?**

Each virtual booth includes the following items:

- Company profile
- Contact information
- Content Links (up to 7)
- Links to Company Websites, Social Media Pages, Career Sites, etc.

- Video Vignettes (if desired)
- Uploaded photos docs and presentations
- Live person connection from your company
- Brand Ambassador training tutorial kit

#### **4. Does a live person from my company need to be available the day of the event?**

We strongly recommend the contact of the V Exhibitor to be present on the day of the event. Our hybrid career fair offers both IP & V exhibitors live interaction with prospective candidates. This ensures you make the most of your virtual participation and allows both in-person and virtual candidates a chance to meet a valuable member of your team online in real time. If you are unable to connect a live person, each booth includes a dedicated CCF Brand Ambassador to navigate the in-person crowd and represent your presence on the selected day(s) you have chosen to participate as an exhibitor at the fair.

#### **5. What if my live person does not speak English?**

Caribbean Career Fairs is a diverse Canadian cultivated company and is proud to include Brand Ambassadors who speak English, French and Spanish to translate and act as your brand ambassador, with the addition of more languages. In the near future we will be expanding our show guides in more than 1 language. Feel free to reach us 30 days in advance if you require a Brand Ambassador in any language of your choice and we will try our best to represent your business regardless of geography.

#### **6. How do I get access to my Virtual Booth?**

CCF Content Creation Team will send you a link to your booth so that you may access the easy booth uploader. You will have access for 30 days leading up to the Career Fair and be able to browse one of several booth templates that will meet your needs. You will be able to choose designs and once you have narrowed down two, we will connect via an all-in-one collaboration platform (for example Zoom) to custom-design your virtual trade show booth.

### **7. Can I link photos or graphics to my company's web page?**

Yes, you can do this yourself using the links provided. Please double check that all uploads and links are in working order prior to submitting. All photos or graphics can be linked to your company webpage, to YouTube, or to any form of social media or web page that can help you tell your story. We require these at least 15 days before the start of the Career Fair.

### **8. What are the specifications and size requirements for the photos, graphics, videos, and documents?**

Depending on your select booth template, you will see the specifications for each. We require these at least 20 days before the start of the Career Fair to review and must be in English or English translation compatible.

### **9. How will I be able to organize information at my booth?**

First, we provide a self-serve process where you will be able to organize your uploaded information into a series of content links that will appear in a menu in your booth page.

- Examples of organizational tabs include: About Us, Location, History, Programs, Post-Graduates, Careers, Internships, Apprenticeships, Job Board, News, Events, Social Media Links, Book Instantly, Sales, Make a Reservation, Contacts, HR Department, Admission Department, Contest, International Students, Registration, Sports Profile, Real Estate Links, Meet & Greets. Our CCF Content Creation Team will also invest up to 2 hours after you have created your content tab to review, help and/or provide any recommendations.

### **10. What kind of video content should my brand marketing contain?**

Whether you are a prospective candidate, investor or in-person employer on their lunch break the Virtual Booths are open to everyone. All content must be general public appropriate. We are currently working on an English language platform therefore all videos must be in English and/or have English translated sub-text.

Here are some examples:

- Videos that you have already created to promote your company.

- Creating content can be as easy as making accessible-technology cell phone videos that follow your team members through different activities or highlight your business profile.
- For hiring exhibitors, prospects will be curious about what they would experience in “a day in the life” of someone who works at your company.
- Employers should try their best to make sure to include any type of digital footage of the work environment and the skills that you are looking for in prospective employees.
- For post-secondary education we highly recommend a welcome video, tour of the campus or even enrolled students.
- Schools can get even more creative and film a cool chemistry experiment or some other activity that illustrates a program and may motivate prospects why they should apply for admissions at your school.
- Sports teams & organizations can show some of their current athletes, training grounds, team mascot or an introduction to sports.
- Scouts & Teams can also show a glimpse of an award winning match and lucrative perks that may come as a signed athlete.
- A video is also a great well-known avenue choice to any business in international tourism, such as resorts, excursions, water sports, tourism boards to promote & sell

Keep in mind that prospects will want to take in information in “bite-sized” pieces. Depending on your virtual booth design we recommend your videos should be no longer than 2-5 minutes each.

### **11. What is included in each Caribbean Career Fairs Virtual Exhibitor Booth?**

- Price per Career Fair of Choice
- Price either by (1) Day or Both Days of Career Fair
- 1 custom-designed virtual trade show booth at selected CCF
- Each booth includes the following items:
  - Company profile
  - Contact information
  - Content Links (up to 7)

- Links to School, Sports Team, Company or Organization Website
- Social Media Pages, Career or School Sites etc.
- Video Vignettes (if desired)
- Uploaded photos, docs and presentations
- Exhibitors live interaction with prospective candidates
- Total of 6 hours of virtual work time with CCF Content Creation Team
- Exclusive only to the CCF Includes (1) Dedicated In-Person Brand Ambassador
  - This unique element not only checks the hiring box and makes more members of your audience feel included and your virtual conference feel more engaging.
- Includes 12 working Hours (6 hours training + 6 hours at the fair = 12 working hours total) paid time for in-person CCF Brand Ambassador dedicated specifically to your booth to answer general questions, onsite representation and effectively communicate your brand.
- Selected Caribbean Career Fair Show guide listing
- Selected Caribbean Career Fair Travel Magazine Listing
- Virtual & In-Person Pamphlet and Information Sheet Handout (shipping not included)
- Includes the option of In-Person or Virtual Swag Bag Insert (shipping not included)
- Pre-Event Marketing through social media, email campaigns, and press releases
- Opportunity to network beyond your virtual booth
  - Participate in networking events, upgrade to interview time, upgrade to a lecture room or auditorium
  - Includes 2 months for repeat visits broadening your reach beyond the exhibition floor.
- Exciting opportunity for team building in your company and to captivate brand exposure in the Caribbean
- Additional upgrades to a Premium Virtual Booth such as sponsorship, prize giveaways, live streams, exclusive room virtual exhibitor demonstrations and more

## **12. How many candidates will participate in the Virtual Caribbean Career Fair?**

Our goal is for 8,000 prospects across In-Person and Virtual to participate. This number varies depending on the host location & type of the Career Fairs, with themed Career Fairs such as Carnival, Sailing Week, Summer Jobs, Petroleum Career Fair, Holiday Edition attracting more and/or a specific profile of prospects. Not only will prospects be able to visit your booth on the Career Fair Days, they will be able to return for 2 months for repeat visits to your booth that they can share leading to thousands of more impressions, qualitative results and future possible leads.

**The Caribbean Career Fairs Virtual Exhibitor offers you numerous opportunities to draw attention to your company, products and/or services. Skillfully showcase yourself at your booth or on the content stages to create a new pool of prospective clients. Register instantly online and take advantage of our current sales and promotions to be a part of the largest Career Fair hosted from the Caribbean. CCF is proud to be a huge supporter of economic diversity by inviting all global industries and sectors to a professional room with a view to enhance international interactions and leave a positive impression on all who will attend. Thank you! Enjoy the moment, enjoy the view!**

**Secure your Tropical View & Register Instantly!**

**Upcoming Caribbean Career Fairs you can attend from anywhere!**

**Caribbean Career Fair Jamaica Carnival Edition: April 13-14, 2026**

**57th Antigua Sailing Week Caribbean Career Fair: April 23-24, 2026**

**The Bahamas Summer Hiring: Pre-Registration now open**

**Caribbean Career Fairs Petroleum & Energy Sector Edition:**

**Pre-Registration now open**

For more information visit our website <https://caribbeancareerfairs.com> or connect with our CCF Exhibitor Team at: [exhibit@caribbeancareerfairs.com](mailto:exhibit@caribbeancareerfairs.com) or [americallifestyleshow@gmail.com](mailto:americallifestyleshow@gmail.com) or [join@caribbeancareerfairs.com](mailto:join@caribbeancareerfairs.com)