



# On Campus Recruiting Logistics



Reach out to [som.recruiting@yale.edu](mailto:som.recruiting@yale.edu) with any questions as you prepare for your event. We look forward to seeing you in Evans Hall!



CDO Front Desk: 203-432-5900 (8:30am - 5:00pm)  
Yale SOM Security: 203-785-5555 (outside of business hours)

## Where to Find Us:

Yale School of Management is located at Evans Hall, 165 Whitney Ave, New Haven, CT.

## Parking:

If you require Evans Hall visitor parking accommodations, please email [som.recruiting@yale.edu](mailto:som.recruiting@yale.edu) with the number of spots requested for all representatives. If visitor spots are available in the Evans Hall parking garage, the code and instructions will be sent ahead of your visit. [Yale visitor parking](#) and public parking are also available.

## Arrival at Evans Hall:

Please utilize the [Evans Hall Map](#) and navigate to the Career Development Suite, arriving 30 minutes ahead of your event start time. Our team will greet you in the CDO lobby and show you to your reserved event space. If you wish to arrive early or need extra work space, please contact [som.recruiting@yale.edu](mailto:som.recruiting@yale.edu).

## Catering Resources:

If you wish to provide catering for your event and have not yet placed an order, please reference [this guide](#) for information on the current Yale SOM catering policies and a list of catering resources.

## Recruiting Swag:

You are welcome to ship recruiting giveaways to Yale SOM ahead of your arrival. Please use the address layout below and plan for your shipment to arrive 2 days in advance of your event. Leftover giveaways can go home with the recruiting team, be left for the CDO to distribute throughout the Yale SOM community, or can be repackaged with your pre-printed return shipping label and left with the CDO for return shipment.

Attn: [include CONTACT NAME + ORGANIZATION + DATE OF EVENT]  
Yale SOM Career Development Office  
165 Whitney Avenue  
New Haven, CT 06511