



## MORNING MIXER, BUSINESS AFTER HOURS & LUNCH MIXER

The Shelby County Chamber of Commerce and a member business will organize these events to be held every month with no more than 2 per month (special circumstances available). **The normal time for Morning Mixers is 7:30 – 9:00 a.m., Business After Hours is 4:00 p.m. – 5:30p.m., and Lunch Mixers is 11:30 a.m. – 1:00 p.m.** By hosting a member hosted event, you have the opportunity to promote your business by inviting the community into yours. This event is open to the public.

### *Chamber responsibilities:*

- Post on Chamber website.
- Send mass e-mail reminder to membership before the event.
- Post signs at location of event.
- If needed, provide sign-in sheets, blank name tags, etc.
- Details will be discussed and finalized prior to the event.

### *Host responsibilities:*

- Supply Chamber with information promotional flyer for advertising.
- Additional advertising, if desired.
- Decorations, food, door prizes, and/or activities, if desired.
- The sponsorship fee for these member hosted events is \$200.

Remember, this is an excellent opportunity to promote your business to our membership and to the public. Be creative and have fun!

Hosting Business: \_\_\_\_\_ Event Date: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name and Number: \_\_\_\_\_

I agree to host the following event and the above responsibilities.

- Morning Mixer
- Business After Hours
- Lunch Mixer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please complete and return to:

Shelby County Chamber of Commerce  
316 Main Street  
Shelbyville, KY 40065  
Phone: 502-633-1636