



RIBBON CUTTING CEREMONY

Congratulations on your new endeavor! Here at the Kittitas County Chamber of Commerce, we are delighted to celebrate with our members on their accomplishments. Whether you are celebrating a groundbreaking, ribbon cutting or anniversary, the Kittitas County Chamber of Commerce will be your partner in planning the perfect event.

A ribbon cutting ceremony is an important part of your overall marketing plan for launching a new business. It allows the local business community the opportunity to become acquainted with your business and services.

What to expect:

- The chamber will provide the ribbon, giant scissors, confetti cannon (optional)
- As a Chamber Member we can add your event to our Community Calendar on our website and in our weekly newsletter the week prior or week of - please contact our Communications Manager Katie Estes at katie@kittitascountychamber.com.
- People generally spend 15 to 30 minutes at a Ribbon Cutting
- Post event, we will share photos or video on our Facebook and Instagram.

WHAT TO DO:

- Pick a date and time. Please allow 3 to 4 weeks to organize the details of your event.
- Submit our Ribbon Cutting form on our website ([click here](#)).
- Develop an invite list, consider inviting potential/current customers, suppliers, contractors, employees, elected officials, neighboring businesses, friends and family, and business associates.
- While optional, consider having light refreshments if you choose to have an open house following the Ribbon Cutting.
- To boost attendance/awareness share details about your event on your social media outlets and website. You can send out a press release to the public and local media for coverage at your event ([sample press release](#)).
- If necessary, block the two parking spots in front of your building so that no one parks their car where we will be speaking, taking pictures, cutting the ribbon, etc.

For more information, please call our office at **509-925-2002** or email Director of Chamber Outreach and Economic Advancement, Darby Grimes, at darby@kittitascountychamber.com. We want you to have a successful event!