

Ribbon Cutting Request Form



As a FREE benefit to our members, the Edina Chamber is happy to participate and help you celebrate your business ribbon cutting/grand opening event. This benefit is available to any member business that:

- ❖ Opened its doors within the past year.
- ❖ Changed ownership or is under new management.
- ❖ Moved to a new location due to expansion
- ❖ Has remodeled or expanded its current location
- ❖ Is celebrating a milestone anniversary (5, 10, 25, 50 years, etc.)
- ❖ Is breaking ground on a new site.

Please submit at least one month in advance of your earliest event date.

Business name: _____

Contact name: _____

Contact email: _____ Phone: _____

Address: _____

Reason for celebration _____

Proposed Event Date and Time
***Please note: Ribbon cuttings are scheduled Monday through Friday from 10:00 a.m. to 4:30 p.m.**

1st Choice* ____ ____ ____
 MM DD YYYY

2nd Choice* ____ ____ ____
 MM DD YYYY

Ribbon Cutting Criteria:

- The Chamber will provide the Ribbon and Scissors for your event
- The Chamber will advertise your event in our weekly communications and post on our calendar
- The Chamber will invite Chamber members to attend (The Ambassador and Diplomat Committees)
- It is your responsibility to coordinate your ribbon cutting and the logistics surrounding your event
- We encourage you to invite additional people to your event and not rely solely on chamber presence.
- It is your responsibility to reach out to city dignitaries if you would like them to participate at your event.

Please be sure to read our ribbon cutting guidelines and email this form to our Marketing Coordinator Lauren Elrick at lauren@edina.org

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