



Tioga County Chamber of Commerce  
80 North Avenue | Owego, NY 13827 | 607-687-2020



## Ribbon Cuttings & Event Services

The Tioga County Chamber of Commerce provides the business community with Ribbon Cuttings and Special Event Services. This may include Grand Openings, Re-Openings, Ground Breaking and other civic ceremonial events on a case-by-case basis.

### The Chamber Provides:

We provide the press release and invitations emailed to all media outlets. Our media list includes TV, radio and area newspapers. We also invite local elected officials. We will provide the Red Ribbon & BIG scissors. (Shovels or other event appropriate instruments may not be available.) We will also provide a picture or article featured on our webpage, social media accounts or weekly E-blast. There is no charge to Chamber Members for this service and Non-Members will be charged \$100.00 per event.

### The Host Provides:

**Information:** A write up of the “who, what, when, etc...” including the address or location of the event, Owner/Partner/Contact information, phone, product or service, hours of operation, unique items of interest, and history of your business. The Chamber will provide you a form for this pertinent information.

**Invitations:** We encourage you to invite the contacts and businesses you would like to attend. Please feel free to provide light refreshments (optional).

### Keep in Mind:

The Ribbon Cutting or Event is all about the *picture*. Local newspapers will photograph the event. If for some reason they aren’t available, the Chamber will take photos and send them to our contacts with a description. (Please be prepared to help identify the group members.) Media contacts may or may not contact you directly, and they may come at a different time than the scheduled and announced event.

### Recommendations:

Please call the chamber to schedule your date. We suggest scheduling your event Monday through Friday (no weekends). Suggested hours are 10:00 am to 2:00 pm due to lack of media coverage at other times. Please give us at least 10 days’ notice prior to the date of the event.

If you have any questions or are interested in scheduling an event with the Tioga Chamber, please contact us for the **Event Form** at [info@tiogachamber.com](mailto:info@tiogachamber.com) or call at 607-687-2020. The form is located on our Chamber webpage at [www.tiogachamber.com/events](http://www.tiogachamber.com/events). We look forward to helping promote your business!