

BUSINESS AFTER HOURS POLICIES & AGREEMENTS



The Dubuque Area Chamber of Commerce is committed to promoting its members. The Business After Hours provides members an opportunity to make new connections or socialize with old acquaintances. The host business is provided an opportunity to showcase their business, product or service and welcome business peers through their front door.

ADVANTAGE OF HOSTING A BUSINESS AFTER HOURS

- Possibility of getting 80+ people into your doors
- Potential to build relationships with many other Dubuque business leaders in a short period of time
- Ability to showcase your place of business

HOW THE CHAMBER WILL HELP

Chamber staff will...

- Advertise your Business After Hours in our weekly calendar, our monthly newsletter and on our social media platforms.
- Send out an e.blast advertising the event.
- Attend the event.

The Dubuque Area Chamber of Commerce cannot guarantee the attendance of a specific number of people but will take advantage of many opportunities to promote the event.

TO MAKE YOUR BUSINESS AFTER HOURS MORE SUCCESSFUL, IT IS YOUR RESPONSIBILITY TO PROVIDE:

- The venue along with food and beverages.
- Payment of \$500 to the Chamber.
- Your business logo sent to **Paige Murphy** at pmurphy@dubuquechamber.com. (An outlined .eps file is preferred.)
- It is encourage that you provide a promotion to participants of the event.
(The more significant the promotion, the greater your attendance will be)
For Example: If you provide 50% off on a good or service, more people may attend the event and create greater buzz about your business.
- Coming up with a theme can always add some excitement to your Business After Hours.
(This is not required but encouraged).

BUSINESS AFTER HOURS AGREEMENT



COMPANY NAME

CONTACT PERSON

ADDRESS

SUITE/APT.

CITY

STATE

ZIP

BUSINESS PHONE

CELL

EMAIL

FAX

DIRECTIONS TO THE BUSINESS AFTER HOURS LOCATION (FROM HIGHWAY 20)

Business After Hours take place every 3rd Tuesday of the month. Please list your anticipated months from most to least desired.

1. _____ 2. _____ 3. _____

I UNDERSTAND THE RESPONSIBILITIES OF THE DUBUQUE AREA CHAMBER OF COMMERCE AND OF MY BUSINESS AS OUTLINED IN THE POLICIES & AGREEMENT AND WILL ABIDE BY THEM.

SIGNATURE OF BUSINESS REPRESENTATIVE

DATE

Please fax completed form to 563.557.1591 or email to Paige Murphy at pmurphy@dubuquechamber.com.