



Ribbon Cutting Request



IMPORTANT NOTES WHEN SECURING YOUR RIBBON CUTTING:

Allow a minimum of three weeks once this form is completed and received by the Chamber for your secured Ribbon Cutting date.

Based on the number of Ribbon Cuttings and space available in the newsletter, your photo and caption will be placed in the first possible issue of The Chamber Chronicle Newsletter.

Your Ribbon Cutting date will not be secured unless this form is completely filled-out. Each item below is required before a date on the Chamber's Ribbon Cutting schedule can be secured.

Today's Date _____ Contact Name _____

Business Name _____

Contact Phone _____ E-Mail _____

Ribbon Cuttings are offered Monday thru Thursday between 8:30 a.m. and 4:30 p.m. Please select a date and time within this timeframe. Any date and time outside of this timeframe will be subject to approval of the Chamber President. We cannot guarantee your requested date and time will be available; please request yours as early as possible. A Chamber staff member will be in contact with you to confirm the details. Thank you!

Date Requested _____ Time Requested _____

Address for Ribbon Cutting _____

Business Website _____

Please check any of the following items that will apply to your Ribbon Cutting ceremony:

- Food/Refreshments served
- Additional Chambers / people invited
- Request Chamber to send E-Mail Invitation to Chamber Members
- Tours will be offered

Special activities will be offered (i.e., lessons, behind the scenes, demos, etc), please explain: _____

Please email your completed application to lila@go-webster.com or fax it to 314-962-9398