

**Business After Hours
Good Morning Middlesex
2011 Host Application Form**

Our goal is to have as many people possible attend your event. In order to have a successful event, here are a list of requirements a host is responsible for:

1. Host is responsible for self promotion. This requires drawing from their clients to support the event. We suggest email to clients and colleagues, mailings, social media, etc. *Our experience indicates that unless host does promotion, there may be lower than expected attendance.

_____ (host initial)

2. Send company logo to alex@mcrcc.org

_____ (host initial)

3. Door prize with a value of \$50.

_____ (host initial)

4. Is there anything unique about your business that we may use to promote?

_____ (host initial)

5. Provide refreshments and food.

_____ (host initial)

6. Space for 30-50 people.

_____ (host initial)

The Middlesex Chamber staff will promote on Chamber email lists, social media and Chamber mailer. The staff will arrive to set up an hour before the event begins.

Date committing to host event: _____ BAH or GMM?

Company Name _____ Contact Name _____

Host signature _____ Date _____

Middlesex County Regional Chamber of Commerce Office Use Only:

Onsite visit done by _____ Date completed _____
Name of BAH/GMM committee member

Approved by _____ Date _____

MCRCC staff