



RIBBON CUTTING PACKAGES

The Knoxville Chamber is happy to assist Chamber investors with their ribbon cutting, groundbreaking, or anniversary celebrations. Our main objective is to help promote your event to the business community by providing the services below according to the package you choose. For more information, please call Samantha Fox at 865.246.2618 or email sfox@knoxvillechamber.com. We want you to have a successful event!

SUPPORTER PACKAGE: \$100

OPTIONAL SHADOWBOX ADD-ON: \$200*

Before the event, this package includes:

- An email invitation to Chamber team.
- Optional: An event posting on the Knoxville Chamber's Ribbon Cuttings Eventbrite page which will include your business name and logo, location, event description, and a map to your location.

At the event, the Chamber will supply the ribbon, giant scissors, and at least one Chamber team member to take the ribbon cutting picture.

After the event, the Chamber will email the picture(s) to you to keep as a memento, as well as, include a picture of the ribbon cutting and caption in the weekly ribbon cutting update on the Chamber's social channels.

***Supporter package is not available for non-investors.*

CONNECTOR PACKAGE: \$350

OPTIONAL SHADOWBOX ADD-ON: \$150*

CONNECTOR PACKAGE NON-INVESTOR: \$500

Before the event, this package includes:

- An email invitation to Chamber team.
- Optional: An event posting on the Knoxville Chamber's Ribbon Cuttings Eventbrite page which will include your business name and logo, location, event description, and a map to your location.
- A Special Events Package mailed to you which includes: a list of elected officials (local, state, and federal); a media guide with radio, newspaper, and television contacts; and a list of Chamber investors in your zip code on labels. Please note: it is your responsibility to send invitations to these people for your event.
- At the event, the Chamber will supply the ribbon, giant scissors, and at least one Chamber team member to take the ribbon cutting picture.

After the event, this package includes:

- An email with the picture(s) for you to keep as a memento.
- Special promotion of the picture and caption you provide included in the weekly ribbon cutting update on the Chamber's social channels; on the Chamber's Ribbon Cutting web page for 90 days following the event; and in the Chamber newsletter, Commerce, which is published in Knox.biz and distributed to over 13,000 businesses in Knoxville and the surrounding areas by the Knoxville News Sentinel.

PROMOTER PACKAGE: \$250

OPTIONAL SHADOWBOX ADD-ON: \$150*

Before the event, this package includes:

- A Special Events Package mailed to you which includes: an 8-10' piece of ribbon and a standard pair of scissors* for use at your event; a list of elected officials (local, state, and federal); a media guide with radio, newspaper, and television contacts; and a list of Chamber investors in your zip code on labels. Please note: it is your responsibility to send invitations to these people for your event.
**giant scissors not included with Promoter Package*

After the event, this package includes:

- Special promotion of the picture and caption you provide included in the weekly ribbon cutting update on the Chamber's social channels; on the Chamber's Ribbon Cutting web page for 90 days following the event; and in the Chamber newsletter, Commerce, which is published in Knox.biz and distributed to over 13,000 businesses in Knoxville and the surrounding areas by the Knoxville News Sentinel.

***Promoter Package is not available for non-investors.*

*OPTIONAL SHADOWBOX ADD-ON:

This framed keepsake includes a picture from your ribbon cutting, a piece of ribbon, and a pair of scissors to commemorate your event. You will receive your shadowbox approximately 4-6 weeks following your event. The price of the shadowbox is not eligible for the ribbon cutting discount.

Your ribbon cutting date is not reserved until the Chamber has received the completed Ribbon Cutting Purchase Agreement and payment. Ribbon cuttings are held Monday through Friday during normal business hours.





RIBBON CUTTING PURCHASE AGREEMENT

COMPANY: _____ Date of Purchase: _____

Main Contact Name for Ribbon Cutting: _____

Phone: _____ Email: _____

Main Contact Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Ribbon Cutting Location Address: _____

City: _____ State: _____ Zip Code: _____

Event Date: _____ Event Time: _____

Package: Connector Package: \$350 Optional Shadowbox Add-on: \$150 Connector Package for Non-Investors: \$500
 Supporter Package: \$100 Optional Shadowbox Add-on: \$200
 Promoter Package: \$250

Discounts: Executive, 20% ____ Silver, 30% ____

**Discounts not eligible on the price of the shadowbox*

Total Cost: _____ Level Discount: _____ Shadowbox Cost: _____ Total: _____

Payment Method: Check Included Invoice Visa/MasterCard/American Express

If you wish to pay for your ribbon cutting by credit card, please call Samantha Fox at (865) 246-2618. Due to security reasons we are unable to collect credit card information via this application. We apologize for the inconvenience.

BILLING INFO:

Attention: _____

Billing Address: _____

Phone: _____ Fax: _____ Email: _____

Services will be provided after payment is received in full.

I agree to the Terms and Conditions in this agreement and verify the above information is correct. I hereby authorize the purchase of a ribbon cutting with the Knoxville Chamber.

Investor's Signature: _____

Printed Name/Title: _____

FOR OFFICE USE ONLY:

Conf. Email Conf. Call - Logo Speaker? Y/N Refreshments? Y/N Location Type: _____
 EVB Email to Staff Outlook SEP: _____
 Pics Emailed SM Web Commerce SB - ord. SB - del.