

RIBBON CUTTING RESERVATION FORM

Complete this form and submit to constien@douglascountygeorgia.com.
Please allow 24 to 48 hours for processing.

The Douglas County Chamber would like to celebrate the opening of your new business, anniversary, or expansion/relocation of an existing business in the community. We are excited for your success and appreciate the opportunity to help mark your momentous occasion! Ribbon Cutting Forms must be received **three weeks** prior to the requested date of your event. Ribbon Cutting ceremonies take place on either Wednesdays or Thursdays at **11:30 a.m. only**. The Chamber will provide special scissors, ribbon, and a brief agenda for the ceremony. While a Chamber staff member will take photos at the event, we do not provide a professional photographer or PA system.

PURPOSE FOR RIBBON CUTTING

Grand opening Remodeled an existing location Celebrating an anniversary
 Recently joined the Chamber Moved to a new location Other (please specify) _____

REQUESTED DATE Date 1 (preferred): _____ Date 2: _____

COMPANY _____

ESTABLISHED DATE _____ **YEARS IN BUSINESS** _____

CONTACT NAME _____ **PHONE** _____

EMAIL _____

ADDRESS FOR RIBBON CUTTING (Note: Ribbon Cuttings can be held at the Chamber office for those without a storefront or physical location)

WHO WILL PROVIDE COMPANY REMARKS DURING CEREMONY? _____

Please describe any additional activities that will be taking place during the event (i.e. open houses, tours, special promotions or discounts, etc).

Please describe your business and provide us with information that you would like for us to include in the press release about your Ribbon Cutting. (for additional space, please provide attachment description).

REFRESHMENTS PROVIDED? (optional) _____

Submit completed form and your business logo in .jpg format to constien@douglascountygeorgia.com.