



Ribbon Cutting Responsibilities

MEMBER:

Call/Email Linda Jacobson at Coconut Creek Chamber to confirm schedule and details ribboncutting@creekchamber.com, or 954-968-2926.

Details should include:

Member provisions...

- Date, time and location
- Parking guidelines
- Any required permits
- Invitations, Flyer(s), etc.
- Sound System (if necessary)
- Food and Beverage
- Entertainment (if any)
- Door prizes, raffles, gifts, etc. (if any)

COCONUT CREEK CHAMBER OF COMMERCE AND/OR THE CITY OF COCONUT CREEK:

Will provide...

- Dignitaries (Mayor, Commissioners, City Staff)
- Cocogram Announcement
- City's Weekly newsletter (City)
- Creek TV – Comcast Channel 78 (City)
- Biz Blast announcement (e-mail blast)
- LARGE scissors
- Ribbon
- Camera
- Picture of event on Chamber website

Member assumes all additional costs and liability for the event