



Timmins Chamber of Commerce
Chambre de commerce de Timmins

Ribbon-cutting Package

\$125 (+HST)

Whether your business is celebrating its grand opening, relocating, or launching a new product or service, a ribbon-cutting ceremony creates awareness about your business with fellow Chamber members and the community at large.



Let us take care of:

- Inviting the local media to your ribbon-cutting
- Promoting your ribbon-cutting through our e-newsletter and on social media
- Providing the ribbon-cutting scissors and photography



For more information, contact the Timmins Chamber at:
(705) 360-1900 | info@timminschamber.on.ca

    [timminschamber.on.ca](https://www.timminschamber.on.ca)



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\$125 (+HST)

Business Ribbon-cutting Package

Planning Information Package

Hosting a ribbon-cutting event is all about creating awareness of your business with your fellow Chamber members and the community at large.

Business Responsibilities:

- ✓ Reserve a Ribbon-cutting Package by contacting the Chamber
- ✓ Select a date for the ribbon cutting
- ✓ Select the time the ribbon will be cut
- ✓ Have refreshments available for attendees
- ✓ Contact the Mayor's office or city council (to cut the ribbon, if desired)
- ✓ Provide the Chamber with your logo and bio for advertisement creation
- ✓ Have a minimum of one staff representative present at the event

Opportunities:

- ✓ Give each attendee a gift
- ✓ Give tours, demonstrations and offer door prizes
- ✓ Have a representative from your organization welcome guests as they arrive and promote your business
- ✓ Personally invite anyone connected to your business (suppliers, clients, potential clients, neighbouring businesses)
- ✓ Collect business cards and assign employees to follow up and thank guests for attending your event

Chamber Responsibilities:

- ✓ Promote your ribbon-cutting event via Chamber Inside e-newsletter and on social media
- ✓ Invite the local media to your ribbon cutting (company bio and exact time of ribbon cutting required)
- ✓ One Chamber staff will bring the ribbon and large gold scissors to your event
- ✓ Take a photograph of the ribbon-cutting ceremony, which will be emailed to you
- ✓ Include post-event photo and write-up in our Inside Business newspaper and on social media

Business Ribbon-cutting Package

Planning Calendar

Today	<ul style="list-style-type: none">✓ Reserve your ribbon-cutting date with the Timmins Chamber; you will receive an invoice of \$125 (+HST)✓ Email your company bio, logo and exact time of the ribbon cutting to: info@timminschamber.on.ca✓ If desired, contact the Mayor's office or city council to secure their availability for your ribbon cutting
One Month Prior	<ul style="list-style-type: none">✓ Call and/or email your suppliers, clients, potential clients, neighbouring businesses and encourage them to attend your ribbon cutting✓ Order giveaways with your company logo on them to give to each attendee. Please refer to the Chamber Directory for a list of members who offer this service (optional)
One Week Prior	<ul style="list-style-type: none">✓ Order refreshments and snacks✓ Ensure all of your handouts are ready (brochures, giveaways, etc.)
Two Days Prior	<ul style="list-style-type: none">✓ Organize the supplies you will need✓ Decide who will be in the ribbon-cutting photo
Day of Event	<ul style="list-style-type: none">✓ Display your brochures and giveaways✓ Select exactly where you would like to stand to cut the ribbon✓ Put out your refreshments and snacks✓ <i>One Chamber staff will attend, deliver the ribbon and gold scissors, and take a photo of the ribbon-cutting ceremony</i>
Days Following the Event	<ul style="list-style-type: none">✓ Call or email those who attended your event to follow up on sales leads and to thank them for attending

Timmins Chamber of Commerce

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Email: info@timminschamber.on.ca

