



# HOSTING



- Reinforce your brand.
- Raise awareness.
- Launch a new product.
- Market your business.
- Strengthen your relationships.
- Showcase your facility.
- Build your network.
- Share your story.

**Partner with the La Crosse Area Chamber of Commerce as we bring you local professionals looking to learn about your business and build their network.**

**Second Thursdays/month**  
**5:15 p.m.–6:30 p.m.**  
**\$495**  
(\$100 nonrefundable deposit due with reservation)

## CHAMBER ROLE

### EVENT PLANNING

- On-site consultation four months prior
- Provide registration table volunteers

### PROMOTION

- e-Newsletter one month prior
- Printed newsletters Pre-&Post-event notices
- Messaging + logo on Chamber's website event page
- 50% off of mailing labels, upon request
- Attendee list provided post-event
- Postings via the Chamber's social media

VALUE: \$805  
(savings of \$310)

## HOST ROLE

To ensure guests leave with your intended impression and your key information, hosts must meet these minimum requirements:

- Parking and gathering space for 70-150 people
- Minimum food and beverage budget of \$500
- Appetizers and beverages for 100-150 guests.
- Attractively present appetizers/beverages:
  - Linen on food tables
  - Quality cutlery, serving dishes, plates, bowls, and napkins
- Registration table and chairs
- Adequate sound system for use at the event (Chamber rental available)
- Actively promote the event to your business customers and community partners.
- Engage the attendees. Examples: a five minute presentation, tour, activities
- (Optional) Provide up to five door prizes
- Provide your logo four months prior