

The Johnston Chamber - Ribbon Cutting Policy

Purpose: The Johnston Chamber of Commerce recognizes the importance of celebrating and supporting local businesses within our community. Ribbon cutting ceremonies serve as a symbol of new beginnings, expansions, or significant achievements for businesses, fostering community engagement and economic growth.

Guidelines:

1. Eligibility

- Ribbon cutting ceremonies are open to Johnston Chamber members only.
- Eligible events include:
 - Grand openings of new businesses.
 - Major expansions or relocations of existing businesses.
 - Major anniversaries or milestones (5-year intervals).
 - Significant renovations or remodels.

2. Scheduling:

- Ribbon cutting ceremonies must be scheduled in advance with the Johnston Chamber.
- Requests should be made at least 1 month prior to the desired ceremony date.
- Ceremonies are typically held during business hours on weekdays unless otherwise approved by the Chamber and the Chamber board. (Business hours are 8am-5pm Monday-Friday).

3. Coordination:

- The Johnston Chamber will coordinate with the business owner or representative to plan the ceremony.
- Chamber staff will assist with logistics, including inviting their ambassador group, Board of Directors, surrounding community, and promoting the event to all members.

4. Invitations:

- Invitations will be sent to the Chamber members, local officials, social media accounts, and via Newsletter.
- The business owner is encouraged to invite their customers, clients, suppliers, and other associates.

5. Execution:

- Ribbon cutting ceremonies will follow a predetermined agenda, typically including:
 - Networking and Arrival
 - Ribbon cutting with oversized scissors, ribbon (provided by the Chamber), and photo opportunities.
 - Welcome remarks by Chamber representatives.
 - Remarks from the business owner or representative.
 - Networking and refreshments (provided by the business if applicable).

6. Promotion:

- The Johnston Chamber will promote ribbon cutting ceremonies through various channels, including social media, newsletters, and personal calendar invites.
- The business owner is encouraged to share the event with their networks as well.

7. Cost:

- Ribbon cutting ceremonies organized by the Johnston Chamber are provided as a complimentary service to new members and members meeting the eligibility requirements.
- Businesses may incur additional costs for venue rental, food, refreshments, decorations, etc., depending on their preferences.

Conclusion: Ribbon cutting ceremonies organized by the Johnston Chamber are designed to celebrate and promote the success of local businesses while fostering community engagement and economic development. By adhering to these guidelines, we ensure the smooth coordination and execution of these important events.