

## Put the Spotlight On Your Business Host a Chamber BASH

*(Business and Social Hour)*

**Interested in Hosting a Chamber BASH?**  
**Now's Your Chance to Let Us Know!**

Hosting a **Chamber BASH** is an enjoyable opportunity to spotlight your business while networking and socializing with fellow members and others in our business community. The **BASH** is sponsored the last Thursday of the month by a Chamber member and held at their place of business. Members, prospective members, business associates, government officials, and guests regularly attend.

**BASH  
Dates**

**We are interested in hosting a BASH on:**  
**(Please list a first, second, and third choice.)**

January 25, 2018		
February 22, 2018		
March 29, 2018		
April 26, 2018		
May 31, 2018		
June 28, 2018		
July 26, 2018		
August 30, 2018		
Business TradeFaire		
October 25, 2018		
November 15, 2018		

**Note:** If you are requesting to co-host with another Chamber member, please complete one form that includes both member businesses and contact information.

**Company:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Return BASH request to:**

**Linda Vesneski at [Ivesneski@walnut-creek.com](mailto:Ivesneski@walnut-creek.com)**

**For more information, call Linda at 934-2007**

## BASH (Business And Social Hour)

### THE HOST AGREES TO

- Provide a site or location to accommodate a minimum of 75 people.
- Provide hors d'oeuvres for at least 75 attendees. (*caterer must be a Walnut Creek Chamber member*). List of current caterers can be obtained from the Chamber website "Business Directory" link.
- Provide wine and a non-alcoholic beverage for at least 75 people. (*Beer and mixed drinks optional*) Bar can be host or no host; however, hosting is encouraged.
- Provide space and a registration table for check-in. (One six-foot table, two chairs, trash receptacle at entrance.)
- Provide at least one Door Prize - a drawing will be held at 6:30 p.m.
- Designate a company representative to speak for a few minutes when introduced by the Chamber emcee.
- Assign a specific individual from your company to serve as the liaison with Chamber staff.

### RECOMMENDED ENHANCEMENTS FOR THE HOST

- Host beverages
- Provide music or entertainment
- Send invitations to your customers and Chamber members
- Create a theme by using decorations, props, games, etc.
- Invite local community leaders or celebrities to attend
- Publicize event on your company website and social media platforms

### THE CHAMBER AGREES TO

- Provide advance promotion of the event via the Chamber website, broadcast e-mails and online social networking.
- Provide name tags.
- Chamber Ambassadors will greet and check-in guests & bartend if needed.
- Reserve the right to display Chamber & Chamber member products, which do not compete with those offered by host.
- Provide Chamber member mailing labels if host decides to send invitations.