Event Submission Guidelines

To ensure member benefits are applied fairly and consistently, Chamber event promotion is reserved for active Chamber member businesses and organizations.

Eligibility

- Event submissions must be submitted by an active Chamber member in good standing.
- The event must be hosted, organized, sponsored, or presented by the member business or organization.
- Independent contractors, subcontractors, practitioners, instructors, vendors, affiliates, or separate businesses operating within a member organization are not eligible to submit events under another business's membership.
- Businesses must maintain their own Chamber membership to receive event promotion benefits.

Submission Requirements

- Event submissions must be made using the member business's name.
- The contact person listed must be associated with the member business or organization.
- Contact information, website links, email addresses, and registration links must belong to the member business or organization.
- Event descriptions should clearly identify the member business or organization responsible for the event.
- AI-generated images are discouraged. Whenever possible, please use authentic photographs or graphics that accurately represent your business, event, products, services, or venue.

Chamber Review

- The Chamber reserves the right to verify membership status and ownership of submitted events.
- Event images that do not meet these guidelines may be declined or returned for revision.

Term Summary

Chamber memberships and associated marketing benefits are non-transferable and may only be used by the business or organization holding the membership. Membership benefits may not be extended to independent contractors, separate businesses, or affiliated entities that do not maintain their own active Chamber membership.