

# Fauquier County Chamber of Commerce 2010 Member Luncheon Guidelines



## Member Luncheon sponsorship includes:

- A Display Table for Brochures & Information About Your Company
  - The Opportunity to Speak About Your Business for 10 Minutes
    - Option to Distribute Promotional Items to Attendees
    - 1 ticket for the Luncheon
  - Business Cards of Luncheon Attendees for Your Marketing

**Sponsors furnish a Door Prize, \$50 value or greater**

**A non-refundable deposit of \$50 must be submitted with signed guidelines to reserve a Luncheon. An invoice for the remaining \$425 will be sent three to six months prior to your sponsored luncheon. Payment MUST be received in full two months before event, or sponsorship will be given to next member on list. Luncheon location is assigned by the Chamber staff.**

*Sponsorships are honored on a first-come, first-serve basis. All Fauquier County Chamber Luncheon sponsors must follow the guidelines outlined above unless waived by the Chamber's President. Chamber will notify you approximately 1-2 months in advance of the location of the sponsored luncheon. Availability of presentation space and screens will be based on location.*

Fauquier County Chamber of Commerce  
205-1 Keith Street, P.O. Box 127 • Warrenton, VA 20188  
540.347.4414 • FAX 540.347.7510  
[www.fauquierchamber.org](http://www.fauquierchamber.org)

**Preferred Month of Event:** \_\_\_\_\_

*Second Choice:* \_\_\_\_\_ *Third Choice:* \_\_\_\_\_

I agree to the above guidelines and conditions, if my company chooses to cancel this contract within 90 days of the scheduled event, I agree to relinquish the deposit of \$50.00 to the Chamber. I understand that I will be contacted 30 to 60 days prior to the reserved event, and will furnish the Chamber with the required information needed for advertising at that time. By signing this agreement, your company agrees to remain a member in good standing through the date of the event.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Payment by Credit Card:

Name on card: \_\_\_\_\_ Amount to charge: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Visa/Mastercard/AmEx (circle one) EXP. Date \_\_\_\_\_

Signature: \_\_\_\_\_