



## Put the Spotlight On Your Business Host a Chamber B.A.S.H. *(Business and Social Hour)*

**Interested?**

**Now's Your Chance to Let Us Know!**  
**We are now accepting requests to fill our  
2016 Chamber Calendar**

Hosting a **Chamber B.A.S.H.** is an enjoyable opportunity to spotlight your business while networking and socializing with fellow members and others in our business community.

The **B.A.S.H.** 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.

**B.A.S.H.  
Dates**

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

January 28, 2016		
February 25, 2016		
March 31, 2016		
April 28, 2016		
May 26, 2016		
June 30, 2016		
July 28, 2016		
August 25, 2016		
September 29, 2016		
October 27, 2016		
November 17, 2016		

**Note: Application deadline is November 1, 2015**

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

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

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

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

**Return B.A.S.H. request to:**

Please fax or email your request to (925) 934-2404, email [sfilardi@walnut-creek.com](mailto:sfilardi@walnut-creek.com)  
Walnut Creek Chamber of Commerce & Visitors Bureau: Attn: Shawn

## B.A.S.H. (Business & 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 at 6:30 p.m. 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.