

## New Member Toolkit Checklist

We Are Glad You Are Here

We are so excited to have you as a member. Now that you joined, you may be wondering ‘what’s next?’. Here are some of the features and benefits of your membership that you can start taking advantage of right away! Want to do some of the things and not all of the things? Sounds great! We are here to support you! Contact us today to get started! Been a member for a while? Revisit all that we offer. Contact us to schedule a review and learn how we can add more value to your membership.

- Attend a Luncheon to receive new member certificate, a photo op, and a minute to introduce yourself
- Featured write up in our Newsletter. We want to introduce you to our membership! A 300 word article with your logo will be in our monthly newsletter. Not a writer? Let us know and we will set up an interview.
- Plan a Ribbon Cutting. A Ribbon Cutting is a great way to kickoff your Chamber Membership! Ribbon Cuttings and Groundbreaking Ceremonies provide an avenue to market your company to those who may not have visited or heard of you before. Don’t have a physical location? We may be able to host! Not a brand new business? That’s okay.

### *Most Common Reasons to Host a Ribbon Cutting*

- You have recently joined the Chamber
  - You have recently opened your business or moved locations
  - The business is under new ownership/management
  - You have recently expanded or remodeled your facility
  - The Business is celebrating a milestone anniversary
- Login to your Chamber member information center. You should have received an email inviting you “to join the online members-only information center for Ridgecrest Chamber of Commerce”. Follow the prompts for access to a message board, member to member deals, and other features.
  - Ongoing: send promotional materials to [marketing@ridgecrestchamber.com](mailto:marketing@ridgecrestchamber.com) to be included in weekly email blast “This Week @”. Your ad will run for two consecutive weeks.
  - Ongoing: attend Chamber events such as Coffee Clubs, Business After Hours, Ribbon Cuttings, and luncheons to connect with members
  - Order federally required HR products at a discounted rate
  - List your events on [Ridgecrestevents.com](http://Ridgecrestevents.com)
  - Advertise on our electronic sign, located on the corner of China Lake and Bowman. Contact us for more information.