



Luray – Page County Chamber of Commerce

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Business After Hours Host Contract

I, _____, owner and/or operator of _____, agree that I have volunteered to host a Luray-Page County Chamber of Commerce & Visitor Center Business After Hours on the _____ day of _____ 2019.

I understand that my responsibilities include:

- Providing a suitable location to hold at least 50-150 people.
- Supplying refreshments for a minimum of 50 people.
- Providing a registration table at the event entrance for the Chamber staff/sign-in.
- Working with any co-hosts on all details and will report to the President anything of interest that should be shared about the event. Details should be to the President by the 15th of the prior month for inclusion in the newsletter.
- Collecting/offering door prizes for the evening’s attendees.
- Assisting with the promotion of the event.

If inclement weather or anything else unexpected should arise, I will inform the President of changes at least three days prior to the event. I am aware that I have the opportunity to speak on behalf of my business during the Chamber’s announcement period as well as display and/or hand out materials as part of my hosting debut. I will work with the President at the Luray-Page County Chamber of Commerce to ensure all my questions are answered and that the event will be a success.

Lastly, as of the 2017 year, businesses/organizations can only host a BAH event every-other year to ensure equal distribution and availability for other Chamber members, unless there are special circumstances that are pre-approved by the President.

Host Signature: _____ Date: _____

President Signature: _____ Date: _____