



# RIBBON CUTTINGS

Ribbon Cuttings mark a significant moment in a business's history. Whether celebrating the opening of a new business, expansion, relocation or to celebrate an anniversary or achievement, the Chamber of Commerce Hawaii and our members will join you in marking these momentous occasions!

## COST OF PROGRAM: \$500

\*Program is complimentary for Investor Circle Members

## INCLUDED:

- Ribbon and scissors use
- Chamber representative in attendance (staff or Ambassador)
- Referral for Hawaiian blessing and maile lei ceremony
- Promote grand opening through:
  - (1) Social media post on all 3 channels: Instagram, Facebook and LinkedIn
  - (1) E-Voice of Business newsletter advertisement: With the option for either pre- or post-event placement
  - News tab on Chamber website
- Personalized plaque

## WE ASK THAT YOU:

- Complete the ribbon cutting request form
- Coordinate with Chamber staff on the date and location of the event (weekends are to be determined)
- Invite any contacts you would like present, including staff, customers, family and friends
- Promote the event and invite media
- Prepare an agenda
- Decide who will cut the ribbon and who will speak
- Prepare to speak about your business and its story
- Prepare staff and guests (e.g. company executives, mayor, politicians, Chamber representative) that will be "behind the ribbon" for photos and any speaking they may do in front of the audience
- Provide optional refreshments, promotional material, and swag for attendees
- Provide an opportunity for a facility tour following the event

## SAMPLE AGENDA

1. Opening Speech by Owner
2. Speeches by Special Guests
3. Welcome by the Chamber Staff
4. Ribbon Cutting Ceremony
5. Photo Opportunity

## FOR MORE INFORMATION, CONTACT:

Ruvi Sirmans, Manager, Programs and Events at [rsirmans@cochawaii.org](mailto:rsirmans@cochawaii.org).

Please contact Ruvi at least 2 weeks in advance for scheduling.