

MEMO
June 19, 2018

TO: **Kirksville/Adair County Retailers, Restaurants and more . . .**
FROM: **Sandra Williams, Executive Director**
 Kirksville Area Chamber of Commerce

RE: **New Student Welcome 2018**

For several years the Kirksville Area Chamber of Commerce has sponsored a **New Student Welcome** for all incoming students from A.T. Still University, Truman State University and Moberly Area Community College downtown on the courthouse lawn in early September. We've invited area businesses to set up a table and greet the students with information, promotional items, coupons and snacks. Typical attendance at this event has been 400-500 students. **The NEW STUDENT WELCOME this year will be held on Sunday, September 9th from 5-7 pm on the Courthouse lawn, downtown.**

- As a benefit of membership this opportunity is **FREE** to all Chamber member businesses.
- Other businesses or organizations are welcome to join us at a cost of \$50.
- Registration is required for all participants, please fill out the reverse side and return it to the chamber at Kirksville Area Chamber of Commerce, PO Box 251, Kirksville, MO 63501
Payment should accompany form for non-members.
- Payment for non-members must be received prior to the event and is non-refundable.

You will be responsible for your own table, chairs, table covering, and any awning you use.

**Be creative – you have the opportunity to create a
first impression for a potential customer
who will be living in Kirksville for the next two to four years!**

Music will be provided to enhance the atmosphere as students stroll the courthouse lawn meeting their new friends in Kirksville. Students presenting a student I.D. will receive a free hot dog, chips and drink at our snack stand.

Due to the large number of students in attendance, we are no longer able to offer a hot dog meal to participating businesses/volunteers.

Sign up by filling out the form on the reverse side

New Student Welcome Registration

Please include my business in the New Student Welcome activities listed below. I understand I am responsible for my own table & chair, table coverings, awning, and any handouts.

☐ We want to participate in New Student Welcome for Truman State University, A.T. Still University & Moberly Area Community College students on **Sunday, September 9th (5-7 pm)**

☐ We are unable to participate, please accept my donation of \$_____, to help with expenses, check enclosed.

☐ We want to participate but are unable to attend in person. Please accept our donation.

We will provide (number of items) _____.

These can be picked up at our business by (date)_____.

PLEASE CHECK ONE BOX BELOW

☐ I represent a Chamber member business.

☐ I represent a business that is not a Chamber member. Enclosed is my non-refundable check for \$50 to participate. Check #_____

If you want more information about membership, call Kelly at 665-3766 to schedule an appointment to discuss it before returning this form.

Contact Person

Business Name

Mailing Address

Phone number

Email address

Please list activities/games/ or giveaways at your booth and any food items you plan to serve, so we can eliminate duplications. ***Any food given out (cookies etc.) should be individually wrapped.***
My business will provide the following:

Please return form to Kirksville Area Chamber of Commerce, PO Box 251, Kirksville, MO 63501 by Friday, August 31, 2018.