



2027 Business After Hours Host Application

Business After Hours

Business After Hours is one of our Chamber's most popular networking traditions, offering members a relaxed and welcoming setting to connect, build relationships, and showcase their business to the community.

- Showcase your business while networking with fellow Boone Area Chamber of Commerce (BACC) members.
- Promote your company by displaying information, materials, or services.
- All BACC members and their guests are invited to attend.
- Host eligibility: BACC members who are current on financial obligations.
- Events are held on the **2nd Thursday of each month, February-December, from 5 - 7 pm.**
 - *Note:* January is reserved for our High Country Economic Kickoff luncheon. September is reserved for our Spirit of Boone Annual Membership Gathering.
- A **\$150 non-refundable deposit** is required to secure your event date. These funds support event setup on our website and targeted advertising.
- **Vendors (food, beverage, decor) must be current BACC members.** Email Carrie at carrie@boonechamber.com for an updated list of options.
- Each Business After Hours will be hosted in partnership with another BACC member business or organization, including nonprofits. Businesses may apply with a preferred partner, or the BACC will match businesses with a partner from the applicant pool.
 - For co-hosting details, please email Carrie
- Interested in hosting but don't have the space or resources to do so alone? **Apply anyway!** We'll keep your information on file for potential partnership opportunities.

Host Requirements

- The facility must accommodate at least **120 people with ample parking available.** (*Recent attendance averages range from 100-150 guests.*)
- If hosting on App State's campus, a parking plan must be provided.
- If hosting outdoors, a backup plan is required in case of inclement weather. We all know how Boone weather can be!
- Coordination of event logistics with co-host organization.
- Provide sufficient food and beverages for guests. Non-alcoholic beverages, beer, and wine are recommended.
 - **Hosts must let Carrie know which vendors they are planning to use before reaching out or booking them to ensure they are current BACC members in good standing.**

- Provide two volunteers or staff members (21+) to serve beer and wine.
- Supply a minimum of two raffle prizes.
- Provide a table and two chairs for the registration/check-in area.
- Inform Carrie if you have access to a sound system and microphone for remarks. This allows BACC to make arrangements if needed.

BACC Responsibilities

- Create the event webpage on the BACC website.
- Provide pre-event publicity in BACC publications.
- Send an email blast to all BACC members.
- Manage registration before and during the event.
- Facilitate the presentation and announcement of raffle drawings at the event.

I have read and agree to the details above:

Business: _____

Phone: _____

Email: _____

Primary Contact (planning your BAH event): _____

Have you attended a BAH before? ☐ Yes ☐ No

Co-Host Business (if known): _____

Co-Host Contact (if known): _____

Month Preferences

*Please note: January and September are reserved for BACC Signature Events and are not available. Business After Hours dates are always in high demand, especially during the spring and fall. **This year, we're asking you to rank your top three choices from each date group below:***

February, March, April

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

May, June, July

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

August, October, Nov., Dec.

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

Signature: _____

Date: _____

Submission of an application does not guarantee your business will receive a Business After Hours date.