



NORTH LITTLE ROCK
CHAMBER of COMMERCE
OUR COMMUNITY. YOUR BUSINESS.

Ribbon Cutting Information

The North Little Rock Chamber of Commerce welcomes the opportunity to assist in making your ribbon cutting and grand opening a special event.

The following guidelines can assist you in planning for your event. Ribbon cuttings are to be scheduled at least two weeks in advance and preferably to be held on a Tuesday, Wednesday, or Thursday at 10 a.m. or 2 p.m.

THE CHAMBER WILL PROVIDE:

- Special ceremonial ribbon and scissors
- A Chamber representative to give a brief welcome before your ribbon cutting
- Attendance of our Vanguard Committee
- Attendance of North Little Rock City Official
- A Chamber representative to take a photograph and video of the ceremony to be posted on our Facebook page

YOUR ARRANGEMENTS:

- Your Chamber investment must be paid prior to scheduling your ribbon cutting
- After you have chosen your date and time, provide us with at least 2 weeks' notice
- Fill out the form and return it to the Chamber
- Send your press release and contact local media if needed

Business Name: _____

Contact Name: (Mr/Ms/Dr) _____

Address: _____

City: _____ State: _____ Zip: _____

Ribbon Cutting Address (if different from above): _____

Phone: _____ Email: _____

Date requested: _____ Time requested: _____

Signature: _____ Date _____