



Mixer Host Agreement

I, _____, of _____

agree to host an Apache Junction Chamber of Commerce mixer on _____
(Contact) from 5:30pm to 7:00pm. (Business)

I understand that mixers are attended by 50 members on average, however that number can/will fluctuate at the time of actual event. You will be notified on Monday prior to the event of the current registrants.

This event is to include:

- Minimal seating and tables (to encourage a mixing environment) 5 Chamber bar tops are available for use. Do you need? **Y** **N** ***Member is responsible to pick up & return within 7 days of mixer***
- PA System (Chamber can provide if needed) Do you need? **Y** **N**
- Tip Jar Available (this will support the Chamber scholarship program or other efforts as determined by the Chamber)

Host to provide:

- Welcome area (2 chairs and 2 tables)
- Finger foods with small cocktail plates & napkins
- Water & soda
- Alcohol is optional (alcohol will be regulated with the use of 2 drink tickets per person and serving area will be chaperoned by host) **7 Day Advanced notice required.**

Are you having a game? **Y** **N** Games can be no longer than 20 minutes and need to be approved by Chamber 7 days prior to event.

Format of Event

5:30pm—Check In

5:45pm—Networking

6:15pm—Host Game (if applicable) or continued networking

6:30pm—Leadership Introductions, Chamber Announcements, Introduction of New Members, Host Introduction/Thank You and Raffle Prizes (Chamber will provide 1-3 prizes and the host is encouraged to provide the remainder)

7:00pm— Wrap up

I understand that the purpose of this mixer is to encourage business to business networking. Hosting a mixer is a privilege and a direct reflection of my business as well as the Chamber organization. I also am aware that I must be a current member and in good standings to host a mixer. A \$250 fee will be assessed to any host that cancels without 21 days advanced notice.

Mixer Host _____ Date _____

Chamber Rep _____ Date _____

Location of Mixer _____