



Sequim-Dungeness Valley Chamber of Commerce

P.O. Box 907, Sequim, WA 98382

Membership Application

Date: ____/____/____

Company Name: _____

Primary Phone: _____

Alternate Phone: _____

Toll-Free Phone: _____

Physical Address: _____

City: _____

State: _____

Zip: _____

UBI Lic: _____

Fax: _____

Email: _____

Website: _____

Use Physical Address as the Mailing Address

Mailing Address: _____

City: _____

State: _____

Zip: _____

Who referred you: _____

Number of: Full-time employees _____

Part-time employees _____

Primary Contact Person: _____

Title: _____

Email: _____

Phone (if different from above): _____

Billing Contact Person: _____

Title: _____

Email: _____

Phone (if different from above): _____

Please check the "primary" category that describes your business:
Animals & Pets
Art & Photography
Automotive, Marine & Gas
Building, Construction & Home
Business & Professional Services
Civic & Government
Computer & Telecommunications
Education & Schools
Events, Recreation & Tourism
Farm, Garden & Landscaping
Financial Services & Insurance
Food & Wine
Health Services
Housing
Individual Member
Lavender
Lodging & RV
Organizations
Personal Services
Senior Services
Shopping & Specialty Retail
Transportation
Tribal
Utility
Wedding
Worship

Membership Fees	Annual Investment*
Number of Full-Time (equivalent) employees: 1 – 5	\$185.00
Number of Full-Time (equivalent) employees: 6 – 15	\$275.00
Number of Full-Time (equivalent) employees: 16 – 30	\$330.00
Number of Full-Time (equivalent) employees: 31 – 50	\$450.00
Number of Full-Time (equivalent) employees: 51+	\$575.00
Individual (non-business)	\$ 75.00
Non-Profit Organization 1 – 5 Full-Time employees	\$100.00
Second Business	\$100.00
Home-based (no signage)	\$135.00

***Note: a one-time \$25.00 administration fee will be charged per application.**

Annual Dues _____

+ Admin. Fee (One Time only) \$25.00

= Subtotal _____

+ (optional) Add on: Logo (\$50.00/yr) _____

+ (optional) Add on: 3 photos (\$50.00/yr) _____

= Total _____

For Chamber Use:

Chamber Rep: _____

Date Paid: _____

Check # _____

Amount _____

THINGS TO DO AFTER BECOMING A MEMBER:

Congratulations! Please be sure to complete the following tasks as soon as possible!

LOGO/DESCRIPTION: Submit a .jpg copy of your logo as well as a short description of your business (300 word max.), by email, **as soon as possible** to be used in the “New Member” announcement section of our monthly newsletter. This is a courtesy to you at no extra cost. The description will also be used in the “About” section of your listing on our website at no extra cost. If you chose to have your logo added to your listing on our website, there will be an additional annual charge of \$50.00.

RIBBON CUTTING: Call to schedule a time/date for your Ribbon Cutting if you so choose to have one. This is a great opportunity to get people into your business as well as publicity in our monthly newsletter. Our Chamber Ambassadors, staff and volunteers as well as the general membership will be invited to attend. This service is a courtesy to you at no extra cost.

MEMBERSHIP PLAQUE: Request a membership plaque to display in your business. The plaques are supplied to you at no extra cost, annually, around the time of your renewal. If you do not wish to receive a plaque, please notify us to put you on our “no plaque” list and we will not provide one to you. You can change your mind at any time.

BROCHURES: Please supply the Visitor Information Center with brochures or rack cards to represent your business. Each membership gets one “rack” space for printed materials. If you need help/guidance on developing such materials, please consult with us as we have many tips/tricks and can refer you to several members who produce high quality results.

CREATE A LOGIN/PASSWORD: If you have not already done so, please be sure to create a password and login to our Member Information Center (MIC). This is a private, online, member-only portal where you can manage the info we have on file for your membership (including your web-listing). The MIC is where you will make updates, post information to other members; find a membership directory of other members, plus resources that have been uploaded by the Chamber, etc. If you have not received an email with the link to create your password, please request one via email or phone.

SCHEDULE TO ATTEND THE NEXT LUNCHEON: Your membership will be announced at our next luncheon on _____. Please plan to attend, so that we can introduce you. Lunch is \$15 and reservations are required 24 hours ahead. If you chose not to eat, cost is only \$3 and comes with free coffee/tea. If you cannot make it, we would love to introduce you at a subsequent luncheon.

SUBMIT EVENTS AND ANNOUNCEMENTS: You are encouraged to submit events to our online events calendar at www.sequimchamber.com/events/calendar which will be shared at no additional cost through our weekly e-news and as time/space permits, our monthly printed newsletter. **Deadline for the printed newsletter is the 15th of the month prior to printing** and will come out the first Wednesday of the month in the Sequim Gazette. You and the rest of the membership will receive the newsletter via email in digital format. **Deadline for the weekly e-news is any time before Thursdays at noon to be shared within one week of your event.** Announcements about your business are welcomed and you can submit those via email. Deadlines for announcements are the same as the deadline for events.

* Other advertising and networking opportunities are available. Consult your “Chamber Benefits” form. **Submit your info to either info@sequimchamber.com or director@sequimchamber.com, 683-6197.**