



**W**e hope that we may soon be able to count you among the membership of the Washington Area Chamber of Commerce. We are sure that you are aware of most of the business that the Chamber conducts. For your information, however, we have put together a listing of functions/programs sponsored by the Washington Area Chamber of Commerce. If you have any questions, please give a member of the staff a call at 636-239-2715 and they will be happy to answer your questions.

### ***CHAMBER SPONSORED FUNCTIONS/PROGRAMS***

#### **WEBSITE:**

All Chamber members are listed on the Chamber's website [www.washmo.org](http://www.washmo.org), under their category heading and in an alphabetical listing. The URL [www.washmo.org](http://www.washmo.org) takes you to the Splash Page where you may choose Chamber of Commerce, Visitor Information, City of Washington, Downtown Washington, Inc., Washington Fair, or Historical Society. When you go to the Chamber of Commerce link, you will see the Membership Directory button on the left. The Membership Directory button takes you to a list of categories. Your business may fall under one or more of these categories, and may be listed accordingly. We want your business to be found! From this page you will also see a link at the top that will give you a list of the Chamber members in alphabetical order. Members may have a link to their website from each of their postings on the Chamber site. As a member your information will be automatically added to the site. To change any of this information please contact Mary Beth Rettke, ext. 101 or email [mbrettke@washmo.org](mailto:mbrettke@washmo.org). The on-line calendar, available from both the Chamber and the Visitor Information sites lists community events, as well as, special events sponsored by Chamber businesses. For more information contact Mark Wessels, ext. 102 or email [tourism@washmo.org](mailto:tourism@washmo.org). All Chamber members in tourism- related businesses may also contact Mark to get a listing on the Visitor Information site.

#### **HOME SHOW:**

The Annual Home Show is held in late February or early March. Dates for the 2008 show are March 7, 8 & 9. The show averages approximately 33 vendors in 46 booths. Daily demonstrations are given by some of the participants. Youth-oriented entertainment keeps the kids happy while parents peruse the exhibits. The Chamber of Commerce gives out eight \$100 gift certificates that the winners can redeem at any of the businesses participating in the show. Admission and parking for the event are free to the public. Chamber members wanting to participate are given a discounted price for booth exhibit space. For more information, call Carol Brunner, ext. 100 or email [cbrunner@washmo.org](mailto:cbrunner@washmo.org).

#### **BANQUET:**

The Chamber Banquet is held annually in March. It is scheduled for March 15, 2008. Get a table together of your friends and co-workers (10 people per table) and call with your reservations in early (as soon as you get the invitation in the mail). Your business also has the opportunity to be a program sponsor for the evening. Sponsorship cost is \$100. We like to think of this as Washington's social event of the year with one low price for the dinner, dance, and open bar. Those attending will hear a sample of the upcoming fair

entertainment, have the opportunity to bid for prime advertisement spots in the fair book, and be present as a local individual or group becomes the recipient of the coveted Washingtonian Award (presented by the Washington Missourian.) Time: 6 p.m. to 12 midnight, Place: Knights of Columbus Hall, Price: \$35.00 per person, Dress: Semiformal. Any questions, call Mary Beth Rettke, ext. 101.

#### **FARMERS' MARKET:**

This is a market for local people to sell their homegrown produce or handcrafted items. The Market starts the first Saturday in May and runs until the last Saturday in October. The 2007 market is located in the new facility at 315 West Main Street, next to the Chamber of Commerce office. The market hours are Saturdays from 8:00 a.m. until 1:00 p.m. and Wednesday afternoons 3:00 p.m. until 6:00 p.n. Any questions, Call Carol Brunner, ext. 100 or email [cbrunner@washmo.org](mailto:cbrunner@washmo.org).

#### **MIXERS:**

Two membership mixers are held each summer. The Retail/Professional Mixer is scheduled for May 8, 2008, and the Industrial Mixer is scheduled for June 12, 2008. Cost for each event is \$14.00 per person, which includes a steak dinner and cocktails. Time: 6 to 9:30 p.m., Place: Swine/Sheep Pavilion in the City Park, Dress: casual. You will get an invitation in the mail for either mixer; determined by the category under which your business falls. Attending either of these events is a fun and inexpensive way to network with other Chamber members. For event sponsorship or questions, Call Carol Brunner, ext. 100 or email [cbrunner@washmo.org](mailto:cbrunner@washmo.org).

#### **BUSINESS MEETING:**

The Business Meeting is scheduled annually for the first Thursday in November (November 1, 2007) and includes a full breakfast, Chamber, Fair, and Economic Development reports, and a Keynote Speaker. Place: Elks Hall. Cost: \$10.00 per person. Time: 7:30 to 9:00 a.m. Dress: Business (You will get an invitation in the mail.) Your business also has the opportunity to be a program sponsor for the event. Sponsorship cost is \$50. For more information, call Mary Beth Rettke, ext. 101.

#### **WASHINGTON AREA BROCHURES AND ADVERTISING:**

The Tourism Department of the Chamber of Commerce produces the annual Historic Washington brochure, which gives information on local lodging, dining, shopping, and general visitor attractions and services. Over 40,000 copies of this brochure are printed and circulated throughout this area and the mid-west. A printable version of this brochure is also on the Visitor website [www.washmo.org](http://www.washmo.org).

Another publication produced through Chamber efforts is the *The Heart of Wine Country* brochure, which features wineries within a hour drive of Washington, and some suggested day trips to the area. Restaurants that serve wine, and area lodging are also included in this brochure.

Through the Chamber's tourism efforts, there are numerous Missouri highway signs that encourage drivers to visit Washington. Two billboards promoting our area are can also be seen on I-44, one at Gray Summit and one at St. James. For more information contact Mark Wessels, ext. 102 or email [tourism@washmo.org](mailto:tourism@washmo.org).

### **PROMOTIONS:**

A retail promotion is held at least once per year. Santa Bucks has been an on-going holiday promotion where participating Chamber businesses redeem \$5 coupons for purchases of \$25 or more. Newspaper and radio advertising is financed by the Chamber. Coupons are also made available on the Chamber website [www.washmo.org](http://www.washmo.org). For more information, call Carol Brunner, ext. 100.

### **BUSINESS AFTER HOURS:**

The Chamber sends out invitations (and pays for postage) for a member to showcase their business to the rest of the Chamber membership. The host business must have been a member of the Chamber for at least two full years. The Chamber will design the invitation, print it in-house, and mail to membership. For new members (under 2 years) who wish to host a Business After Hours, Chamber will design invitation, and mail it, but member must pay postage. Any additional invitations sent to those other than Chamber members must be at the member's expense. Attending these events give members an excellent opportunity to network with other members. Dress: Business. You will get invitation in mail, and will need to RSVP to the host business on your own. Call Carol Brunner, ext. 100, to set up a Business After Hours for your company.

### **DISCOUNT TICKETS:**

The Chamber offers Six Flags and Silver Dollar City tickets for sale at substantial savings over gate prices.

### **CHECK ALERT:**

Members of the Chamber are invited to join the Check Alert Program. Whenever the Chamber receives information on the passing of bad checks, closed accounts, stolen money, or stolen checks, in the Washington area, an alert is started to inform our members to keep a watchful eye. The Chamber sends out a faxed notice to everyone who has requested to be in this program. This program is geared primarily for retail establishments who deal with the public on a daily basis. To become a part of the program, call Carol Brunner, ext. 100.

### **WASHINGTON TOWN & COUNTRY FAIR:**

The Chamber sponsored Washington Town and Country Fair is the third largest fair in the state. This fair is organized by 23 dedicated volunteer Fair Board members. Daily operations are run by the Chamber-based Fair Coordinator and Fair Assistant. The Chamber President/CEO holds the position of Fair Manager. An event of this magnitude can only continue through the efforts of hundreds of local volunteers. The Fair begins the first Wednesday in August and runs for 5 days. Sponsorships are always welcome. Call Jennifer Giesike, ext. 104, if you are interested in sponsoring an event at the Fair, or if you have any questions concerning the Fair. The 2008 Fair dates are August 6 through August 10.

### **RIBBON CUTTINGS:**

Ribbon cuttings can be set up through the Chamber for members' businesses, whether it is for a new business, new location or new ownership. This brings the business into the spotlight with coverage in local newspaper. A picture of the event is also placed in the

Chamber's quarterly newsletter. Call Carol Brunner if you wish to have a ribbon cutting, ext. 100.

#### **SPOTLIGHT SPEAKER SERIES:**

This event is held the second Wednesday of the month (with the exception of August and December), at 7:30 a.m. Most topics are chosen to appeal to the majority of our members, with the occasional individualized presentation. Topics have included self-help, human resource issues, business recycling and ecological issues, sales and marketing, and many additional topics. Cost for members is \$5.00, which includes a continental breakfast. Cost for non-member attendees is \$10. You will receive a monthly e-mail or fax with further information. For questions or reservations, call Jennifer Matchell, ext. 106, or email [jmatchell@washmo.org](mailto:jmatchell@washmo.org).

#### **BOARD ROOM:**

The Chamber of Commerce board room is available for members' use. The room holds 25-30 people with tables, and approximately 40 set in classroom-style (seats only.) A 60" plasma screen is in place for viewing your DVD or VHS tape. Your laptop may be hooked into the system to show PowerPoint presentations on the screen, or a pull-down screen is also available if you prefer to bring your own projection system.

The room is free to members for use during regular business hours (8 a.m. to 5 p.m.) or at a cost of \$20 per hour before or after hours. A \$50 security deposit is required, but will be refunded after inspection of the facility. Call Mary Beth Rettke, ext. 101 or email [mbrettke@washmo.org](mailto:mbrettke@washmo.org) for more information on room rental or availability.

#### **WASHINGTON AREA CHAMBER OF COMMERCE STAFF:**

636-239-2715

Walt Luther, President/CEO	Extension 103
Carol Brunner, Office Manager	Extension 100
Mary Beth Rettke, Projects Coordinator	Extension 101
Tammy Young, Bookkeeper	Extension 105
Jennifer Giesike, Fair Coordinator	Extension 104
Jennifer Matchell, Fair Assistant	Extension 106

#### **WASHINGTON TOURISM STAFF:**

636-239-2715

Mark Wessels, Tourism Director	Extension 102
Diane Shepard, Clerk	Extension 111
Nancy Wood, Clerk	Extension 111
Direct line	636-239-7575

#### **WASHINGTON LICENSE OFFICE STAFF:**

636-239-7881

Deborah Knight, Manager  
Nicki Shockley, Assistant Manager  
Charlie Dolles, License Technician  
Helen Clenin-Winsor, License Technician  
Jamie Bowen, License Technician