

# ***Rossburn***

Chamber of Commerce

## Membership

## Information

## Package

*Discover Our Community*

# Rosburn

Chamber of Commerce

## MEMBERSHIP FORM

Business / Organization Name: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_

Type of Business / Organization: \_\_\_\_\_  
Number of Employees: \_\_\_\_\_ (if applicable)

Brief description about your business: \_\_\_\_\_  
\_\_\_\_\_

(check one with an "X")

Renewal: \_\_\_\_\_ New Member: \_\_\_\_\_

Dues for Year October to September \_\_\_\_\_

**Dues are:**

- \$25 per year per non-profit organization
- \$50 per year per Individual, Farmer, Business or Business Establishment

**Fees are due prior to October 31st. Fees paid after October 31st will be subject to a \$25 late fee.  
Please send forms, the survey below and a cheque payable to:**

Rosburn Chamber of Commerce  
Box 579  
Rosburn, MB R0J 1V0

### Chamber Membership Survey 2008

1. When would be the best day of the week & time to attend meetings? \_\_\_\_\_

2. I see the Chamber as providing value to the community? YES NO

3. The Chamber could do the following to provide more value to the community:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. I see the Chamber as providing value to my business? YES NO

5. The Chamber could do the following to further add value for my business:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. I would like to be visited annually by a Chamber board member? YES NO

7. If so, is annually enough? Please explain:

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8. I would like to become more involved with the Chamber. YES NO

9. If yes, where would you like to be more involved?

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10. Please rank the following Chamber activities in the order you feel the Chamber should focus it's attention. Activities should be ranked as 1 = lowest importance to 5 = highest importance

Welcome to Rossburn Event 1 2 3 4 5

Halloween Decorating Contest 1 2 3 4 5

Christmas Holiday Festivity Event 1 2 3 4 5

Winter Membership Mingle 1 2 3 4 5

Town Wide Yard Sale 1 2 3 4 5

Summer Festivity Event 1 2 3 4 5

Farmers Market 1 2 3 4 5

Advertising Packages for Members (Lake Signs, Brochure, Crossroads Ads) 1 2 3 4 5

Chamber Website Page 1 2 3 4 5

11. Other activities or social events that should be considered:

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12. I understand the benefits that I am receiving as a Chamber Member. YES NO

13. If no, please list any questions/comments/concerns:

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14. Person completing survey: \_\_\_\_\_

15. Do you wish to be contacted regarding this survey? YES NO

16. Please provide your contact information: \_\_\_\_\_

17. Any additional comments or suggestions?

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**Complete this survey by October 31st and be entered to win an \$80 ad on the Chamber's Monthly Crossroads page. Ad to be used between January & May, 2009.**

# Calendar of Chamber Sponsored Events

October	November	December	January	February	March	April
Halloween Town Decorating Contest	Welcome to Rosssburn	Christmas Lighting Contest		Chamber Evening for Members		
		Holiday Festivity		Wine & Cheese & Speaker		
May	June	July	August	September		
Town Wide Yard Sale		Summer Festivity	Market Days		New Fall Event	

## Schedule of Meetings for 2008 to 2009

\*1st Wednesday of every month at 6:00 p.m. at the following Chamber Member locations:

October 1st	Hotel
November 5th	Gone Scrappin' In Bloom
December 3rd	Choy's
January 7th	Bakery
February 4th	N&L's
March 4th	Hotel
April 1st	Gone Scrappin' In Bloom
May 6th	Choy's
June 3rd	Rossman Lake Clubhouse
July 8th	Rossman Lakeview Restaurant
August 5th	Bakery
September 2nd	Rossman Lake Clubhouse

### Free Advertising Tips:

- On your website put a link to the Town of Rosssburn website or links to other Chamber member websites. If everyone does this it will create a type of referral advertising benefit to and from other businesses that could lead to new customers or contacts for your business. Plus it is FREE and Simple to do and adds to your benefit for being a Chamber Member!
- On your email signature put "A proud member of the Rosssburn Chamber of Commerce" or "If you have a few seconds check out these websites" and list other Chamber Member sites. This has the same benefits as website links and is great for businesses who may not have a website but can still encourage new business and provide a free benefit to other Chamber Members in exchange for their referrals.
- When volunteering at Chamber Events have staff wear business logo apparel to advertise your business and increase visibility, showing people that you are an active community member.

# Yearly Advertising Options

The Chamber has booked a monthly "Full Page" Colour Ad for a year in Crossroads. They have offered us a special bulk price. Benefits:

- Open to Chamber Members Only
- Allows a greater savings on advertising within the newspaper vs individual ads for Chamber Members
- Allows much greater flexibility to change ads vs other newspaper sections which may only be changed periodically. This also allows a varied commitment freeing up cash flow to direct money elsewhere or focus on larger advertising during peak "business" time to grab your target market.
- Crossroads gets distributed to a large area surrounding Rossburn thus increasing awareness outside our community and possible increase outside business opportunities.
- Can alternate between different ad sizes at a significant savings. All prices listed include full colour ads and GST.
- Chamber Businesses & Organizations can utilize ads to post events, thank you's and more.
- By working together it will draw attention to our community and what we have to offer.

Crossroads have created a template for us that will be called "Rossburn Chamber of Commerce" Discover our community We will be able:

- The Chamber will be able to include our event advertising as needed (these will have less ad spots and will be a premium attention grabber)
- it will come out the 3rd weekend of every month (unless otherwise stated). This allows members who are advertising that month will have a minimum of one week after the Chamber meeting to send in any changes to their ad or Crossroads will just print as previous ad.

Chamber Duties: (Sign Up Sheet Available)

- Each member has a first come first serve basis to pick ads based on size, cost and month that meets the needs of each individual.
- All prices listed include full colour ads & GST.
- Member is to provide Crossroads with the basic wording for their ad based on average size chosen.
- Member can write post-dated cheques to the Chamber for each ad. So payment isn't all at once and this way collection is done and no extra hassle for any other Chamber Committees to follow up.
- There will be a reminder at each Chamber Meeting about who is advertising that month so people can remember to change their ads.

## **BROCHURES** (Chamber sponsored Businesses & Services brochure):

New Listing Advertising Fee:

Current Chamber Members	Non-Chamber Members
\$25 per listing	\$50 per listing

Renewal for listings will be based on per listing on 2nd, 3rd, etc and may change depending on printing costs. There will be a cost savings benefit for Chamber Members. Free listing for Non-Profit Organizations.

Businesses or Organizations advertising on the brochure will be given some brochures to make available to customers, group members, contacts and more. They will be distributed in Bed & Breakfast and Hotel rooms for guests, taken to trade fairs and placed in Welcome Baskets.

## **SIGNS** (Chamber Signage at Arrow Lake, Gundy Lake, Patterson Lake, Rossman Lake)

New Listing Advertising Fee:

Current Chamber Members (2007/2008)	Non-Chamber Members
\$50 per sign	\$150 per sign

Renewal for listings on signs: (Listing must already be on the sign. If adding listing to another sign or adding additional listings on sign it would be classified as a "New Listing")

\$25 per sign	\$100 per sign
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HWY #16 & JCT #264 Sign: Depending on available space to add any additional business advertising (banners, business signs, etc to Rossburn sign) would be based on a 1 year contract with 1st option for renewal. Advertising fee per year is \$50

Business will be responsible for sign or banner upkeep or will be responsible for costs incurred to remove. No business shall advertise without Chamber's prior consent. Must be a Chamber Member to advertise on sign.

## **Chamber Happenings Newsletter (if applicable)**

Ad prices are \$15 per banner ad, \$25 per block ad, \$50 for business profile. Spots are limited and are 1st come, 1st serve basis.

Will be sent out quarterly or prior to major events. Increasing awareness from surrounding areas regarding events, membership, etc.

\*Rates are subject to change\*

## **Website Advertising**

The Town is looking into a way to create a page that just lists current Chamber Members

*As other opportunities arise we will present them to Chamber members and determine if we allow non-chamber advertising as well.*

# Sponsorship & Advertising Opportunities

\* First Come; 1st Serve Basis. We will invoice you for the following that are available and assigned to you. Invoices are required to be paid immediately upon receipt. Cheques may be post-dated to the 1st of the month that the event is to be held. Please be advised if we do not receive payment by 2 weeks after the invoice is sent the opportunity will be given to another business or group without notification or late charges may apply. We apologize but we do not have the man-power or wish to be responsible for constantly tracking people down with reminders or the required information needed.

## Welcome Coupon Booklet

Promote your business or Organization to new residents. Provide your business information/logo (by email) and if applicable—what you would like the coupon or gift certificate to say to Kelly. This can be anything that you would like to advertise for your business. It is best to add a coupon or gift certificate that expires to entice people to come visit your store. We will create the coupon book for the Town of R.M. offices to distribute to new people who have moved to the community.

Benefits:

- Open to Chamber Members Only \*\*
- It is harder and more expensive to get new customers and keep them coming back. This creates a simple and affordable way to promote your business or organization directly to possible new contacts.
- Volunteers always needed to deliver baskets!
- *This is a new item and a fee may apply to cover printing costs.*

I would like to participate: yes or no
Items to be emailed to gonescrappin@mts.net by <b>October 31st.</b>

## Halloween Town Decorating Contest - October

Residents and businesses are encouraged to decorate their properties for Halloween. Judging dates to be determined by committee. Helps beautify our community, encourage community involvement and creates opportunity to promote your business affordably. Chamber Members are encouraged to donate prizes or cash to purchase prizes. Open to Chamber Members Only.

- **Full Sponsor:** \$50 plus donated prize (Includes all event advertising in posters and newspaper to state “Rosscorn Chamber Decorating Contest sponsored by”) (Open to 1 business only)
- **Friend Sponsor:** Donated Prizes or Cash (Unlimited)
- Include a Business Card to be given with your prize
- A listing of all prize sponsoring businesses will be given to the winners.

Type Of Sponsorship: Full or Friend
I would like to donate a prize:
I would like to donate \$_____ (minimum \$10)
I would like to be a judge: yes or no
Prizes/Cash to be dropped off at Gone Scroppin’ In Bloom by <b>October 20th</b> to ensure proper advertising of your business.

## Welcome to Rosscorn Event - November

The Town, RM & Chamber cooperatively host an event to welcome new residents to Rosscorn. This is an opportunity for you to mingle with new residents, introduce yourself and make possible new customer or business contacts. Chamber Members are encouraged to donate prizes or cash to purchase prizes for door prizes. Benefits:

- Open to Chamber Members Only
- Include a Business Card to be given with your prize
- A listing of all prize sponsoring businesses will be displayed.

I would like to donate a prize:
I would like to donate \$_____ (minimum \$10)
Prizes/Cash to be dropped off at Gone Scroppin’ In Bloom by <b>November 1st</b> for proper planning of event.

## Christmas Lighting Contest - December

Residents and businesses are encouraged to decorate their properties for Christmas. Judging Dates to be determined by committee. Helps beautify our community for our Holiday Festivity Event, encourage community involvement and creates opportunity to promote your business affordably. Chamber Members are encouraged to donate prizes or cash to purchase prizes.

Open to Chamber Members Only.

- **Full Sponsor:** \$50 plus donated prize (Includes all event advertising in posters and newspaper to state “Rosscorn Chamber Decorating Contest sponsored by:...”) (Open to 1 business only)
- **Friend Sponsor:** Donated Prizes or Cash (Unlimited participation)
- Include a Business Card to be given with your prize
- A listing of all prize sponsoring businesses will be given to the winners.

Type Of Sponsorship: Full or Friend
I would like to donate a prize:
I would like to donate \$_____ (minimum \$10)
I would like to be a judge: yes or no
Prizes/Cash to be dropped off at Gone Scroppin’ In Bloom by <b>November 1st</b> to ensure proper advertising of your business.

**Please fill out and return one copy to the Chamber with your post-dated payment and keep one copy for your records!**

## **Holiday Festivity - Saturday, December 6th**

- Notice of involvement is to be determined before October 31st
- Offered to all Chamber Organizations on a 1st Come, 1st Serve Basis

## **Fundraisers for Organizations or Groups**

\*\* Priority will be given to organizations/groups who are Chamber Members \*\* These are FREE for ORGANIZATIONS/GROUPS to utilize as a fundraiser. Times and locations may be specified to coordinate with other events to ensure maximum exposure and amount of people for everyone involved. Times may change but group involved will be notified of changes prior to event. All Organizations/Groups are responsible for creating posters for their specific event, costs, set-up, decorations and clean up if needed. We will advertise the event on our main event schedule posters and in our newspaper ads.

- Decorated Tree or Wreath Display - Silent Auction "Festival of Trees"
  - Location to be determined
  - Businesses, groups and citizens to donate a decorated tree or wreath
  - Trees or Wreaths to be displayed throughout the day with Silent Auction Sheets
  - All Auction Money to go to the Organization/Group who made the tree or wreath
- Skate or Fun with Santa
  - Chamber will coordinate a Santa
  - Posed Santa Pictures are not allowed. Candid photos are acceptable as a professional "Santa Shoot" is being held.
  - Organization/Group can set up a food fundraiser (Ex: Hamburgers, juice, etc)
  - Organization/Group to coordinate use of Skating Rink or space
- Carolers
  - If a group would like to coordinate Carolers to sing by touring the Business District and into Businesses
  - Warm Drinks will be provided by businesses
  - Collection Box Allowed
- Food Vendors (may sell items for \$2 to \$6)
  - Ideas include: Hot Dogs, Hamburgers, Chili On A Bun, Slice of Dessert (pie, hot banana split, cake, etc.)
  - The Chamber will be selling Hot Chocolate & Soup so these will not be allowed to be part of the food vendors options.
  - If a group has already spoken to sell a food item, we will not allow duplicates. Each vendor is to offer something different.
  - Operating times may vary and depend on final event schedule
  - Locations to be in the Business District
  - Businesses can also be a food vendor with funds raised being donated to a local charity or organization.
  - Needed a business or organization to host a "Take Home" Supper at end of events for tired shoppers and families! Tenders being accepted by the Chamber until October 15th.
- Evening Supper or Evening Entertainment
  - Location to be determined.
  - Goal is to keep people in town for some evening fun or for tired families and shoppers to wind up to the day's events.
  - Open to being a drama production, music, entertainer or more.
  - Tender open to a Chamber business or organization to host a "Take Home" Supper at end of events for tired shoppers and families! Tenders being accepted by the Chamber until October 15th.

## **Advertising & Sponsorship Opportunities**

- Event Sponsorship & Advertising is open to Chamber Members Only!
- Notice of involvement is to be determined by November 1st

### **Newspaper Advertising:**

Full Page Colour ad spots will be a first come first serve basis. Only 13 advertising spots available ranging in prices.

### **Event Poster Advertising:**

- This will cover colour printing costs and will list your business/logo as a sponsor of the posters. "Posters provided by:"
- This is open to a maximum of 3 businesses at \$25 each or 1 business for \$75 (waived if business can provide 35 - 11"x17" colour posters)
- Chamber Businesses are to coordinate hanging posters in businesses around the community and surrounding areas

Ideas for events include:

- Wine or Chocolate Tasting Tour of Businesses
- Kids Events at the Hall with a Train/Holiday Express Theme
- Festival of Trees & Gingerbread House Auctions
- Evening Lighted Parade
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**Committee Members Needed & Volunteers to help organize.**

## Summer Festivity

- Notice of involvement is to be determined before May 1st
- Offered to all Organizations on a 1st Come, 1st Serve Basis

## Fundraisers for Organizations

\*\* Priority will be given to organizations/groups who are Chamber Members \*\* These are FREE for ORGANIZATIONS/GROUPS to utilize as a fundraiser. Times and locations are to be set by the Chamber to coordinate with other events to ensure maximum exposure and amount of people for everyone involved. All Organizations/Groups are responsible for creating posters for their specific event, set-up, decorations, clean up and any costs associated (if needed). The Chamber will advertise the event on our main event schedule posters and in our newspaper ads.

### 2. Lion's Goods & Services Auction

- Main Street
- Group to look after set-up, clean-up and any requirements for the event except location booking. Group responsible for any fees or costs associated with event.
- Group keeps any money collected and any profit.

### 4. Kids Events & Games

- Includes: Kids Bike & Stroller Parade (at end of parade)
- Prizes will be donated by Chamber Businesses
- 1 Business will be main sponsor providing cool drinks to participants (children's parade).
- Set-up and running kids games and events
- Games & Events

### 5. Food Vendors (may sell items for \$2 to \$5)

- Options could be: Icecream or Popsicles, Lemonade
- The Chamber will be selling Hot Dogs, Hamburgers and Water/Can Drinks so these will not be allowed to be part of the food vendors options.
- Locations to be in the Business District - we will notify you of your outdoor location
- Businesses can also be a food vendor with funds raised being donated to a local charity or organization.

## Business Advertising & Sponsorship Opportunities

- Event Sponsorship & Advertising is open to Chamber Members Only!
- Notice of involvement is to be determined by May 1st

### Newspaper Advertising:

Full Page Colour ad spots will be a first come first serve basis. Only 13 advertising spots available ranging in prices.

### Schedule of Event Poster Advertising: \$25 per Business:

- This will cover colour printing costs and Chamber will list your business/logo as a sponsor of on the poster. "Posters provided by:"
- This is open to a maximum of 3 businesses at \$25 each or 1 business for \$75 (waived if business can print 35 11x17 colour posters)
- All Chamber Businesses are to coordinate hanging posters in businesses around the community and surrounding areas

### Pancake Breakfast:

Platinum Sponsor: \$50 (Maximum 3 Businesses)

In addition to the Platinum Sponsorship fee the business must:

- provide a minimum of 2 staff to work at Pancake Breakfast
- All posters/advertising displayed will list business names as sponsors & poster at admission table.

Gold Sponsor: (Unlimited businesses):

- Provide minimum 1 person to work at pancake breakfast.
- Donate 2 dozen muffins or 1 fruit tray
- Will be listed on admission table as a sponsor.

Friend: Volunteer to work at pancake breakfast

### Kids Decorated Bike Parade

Businesses who can provide the following will be advertised as sponsors on the Bike Parade Poster. Prizes are to be dropped off at Rosburn Flowers 1 month prior to event.

- 1 Business to provide complimentary cool drinks to all participants after parade (advertising cost waived)
- Any businesses wishing to provide prizes or cash to purchase prizes.

### Committee Members Needed & Volunteers.

**Town Wide Yard Sale**

May Long Weekend (Friday & Saturday)

The Chamber provides balloons to local residents who are having garage or yard sales over the weekend. There is an option for the Chamber to rent the Town Hall and sell tables for any people who are from out of town or need a place to sell their wares. If you have logo balloons you would like to donate this will be added advertising for your business.

**New Events or Opportunities:**

**Market Days in August**

No Hydro provided

Vendors supply own tables, chairs, canopies

Membership Fee \$20 per season or \$5 per market to put towards additional advertising.

Sales space preference given to producers who sell their own locally grown or produced products. Limited tables are available to rent, please inquire about rental fee.

**A new Fall Event**

Harvest or Halloween Themed to possibly replace summer event.

**Wine & Cheese Mingle for Chamber Members**

The Chamber will schedule an evening(s) between February & April

Possibility of a Chamber Member/Business hosting this event. Chamber may provide a guest speaker or just a mingle and networking opportunity.

**Notes:**

- Other events may be added at a later date and advertising & sponsorship opportunities will be discussed prior to the event.
- Our 2 biggest events during the year require cooperation from all chamber members. Be it donations, volunteer hours and more. It is to the benefit of all Chamber Members to see that the events are successful as it creates advertising exposure for businesses, ensures economic growth for the community and creates positive word of mouth advertising to help ensure future successful events.

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Name of Organization: \_\_\_\_\_

Our Organization or Business Would Like: \_\_\_\_\_

If a food vendor, type of food to be sold: \_\_\_\_\_

\* You will be responsible for setting up your fundraiser/booth in the Business District, workers and tear down. Chamber will notify groups of any changes to events.

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Name of Business/Organization: \_\_\_\_\_

We Would Like: \_\_\_\_\_

Would like to donate prize(s): \_\_\_\_\_ Would like to donate \$ \_\_\_\_\_

Committee I would like to be on: \_\_\_\_\_

Please fill out and return one copy to the Chamber with your post-dated payment and keep one copy for your records!

Name of Business: \_\_\_\_\_

Our Business Would Like the following sponsorship and advertising opportunities: \_\_\_\_\_

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I would like to be on the following committees: \_\_\_\_\_

**Please fill out and return one copy to the Chamber with your post-dated payment and keep one copy for your records!**

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## **Added Value Benefits**

### **AAA Security Systems**

- Up to 20% savings
- 8% rebate on CCTV, Card Access (equipment & installation)
- 5% rebate on Fire and Commercial Security Systems (equipment & installation)
- Discounts for residential packages (12%)
- To sign up for these special offers or more information, please call AAA Alarm Systems at 1-204-225-5222 (no charge dial)

### **Ceridian**

- 10% Discount off the regular service fee
- To sign up for this discount call 1-877-922-7555 and indicate that you are a Chamber Member
- For more information visit [www.powerpay.ca](http://www.powerpay.ca)

### **Chamber of Commerce Group Insurance Plan**

- For more information please visit the Manitoba Chamber of Commerce website at [www.mbchamber.mb.ca](http://www.mbchamber.mb.ca)

### **Christie's Office Plus**

Super Saver program on the following products:

- Office Products/Supplies
- Office Equipment
- Office Furnishings
- Ad Specialty/Promotional Products
- Janitorial Supplies
- Educational Supplies
- Daycare Supplies

### **Enterprise Rent-A-Car**

- Discounted rates including unlimited kilometers/mileage
- In Canada: Economy \$36 to Minivan/SUV \$55 daily
- In USA: 10% discount
- Call 1-800-rent-a-car or book online at [www.enterprise.com](http://www.enterprise.com)

### **Imperial Oil**

- 2.5 cents per litre (3.5%) fuel discount off retail price
- Contact Richard Sauve, Imperial Oil at 1-613-256-8323 or email [Richard.k.sauve@esso.ca](mailto:Richard.k.sauve@esso.ca)

### **F.H. Black & Company**

- 10% discount on ALL professional training fees
- For more information please call 204-949-9113 or visit [www.fhblack.com](http://www.fhblack.com)

### **MTS**

- MCC 5.5 cents Any Time Plan - Members pay just \$2.95 a month, per billing telephone number
- MCC 6 cents Any Time Plan - Members pay just \$1.95 a month, per billing telephone number
- Cellular - 10% discount on the Corporate \$25 plan
- For more information and to sign up contact MTS Affinity Program 800-224-7504 or email [affinity.memberrequest@mts.ca](mailto:affinity.memberrequest@mts.ca)

### **Visa & MasterCard & Interac Merchant Plan**

- TD Merchant Services VISA - 1.75%
- TD Merchant Services MasterCard - 1.85%
- TD Merchant Services Interac - \$0.10
- Point of Sale Rental \$32 per month
- For a fee of \$10 per month your dollars from your merchant machine can be transferred to any other financial institution or bank.

For updated affinity program benefits please visit website: [www.mbchamber.mb.ca](http://www.mbchamber.mb.ca)