

Registration Policy

The Chamber is committed to providing the greatest possible value to our members. We have worked hard to keep the cost of Chamber membership affordable. In fact there has been no increase in Chamber dues for more than ten years. We have also been able to keep the cost of our many networking events at \$10.00 per person over the same period. This is very difficult to do if members do not RSVP for events in order to allow us to provide an accurate headcount for caterers. Our practice of allowing members to be invoiced for events also causes the Chamber to incur additional costs, especially when these amounts are not promptly paid. We want to keep it easy and cost-effective for members to participate, and we need our members to help us do so.

Effective 01/01/2012, the Chamber's policy regarding registration and payment is to encourage payment in advance for monthly and quarterly Chamber events. Space is limited for many events and your timely RSVP is required. Payment is encouraged at the time of registration and may be paid online (recommended), via telephone or in person. If you pay in advance or by cash or check at the door, you will be charged at the same low rate of \$10.00 that our members have enjoyed for more than a decade. However, those who prepay will now be directed to an express line at registration and will be able to avoid a longer wait.

If you show up for an event for which you have not RSVP'd, you will be asked to wait until all preregistered members who have RSVP'd are seated, and then you will be offered a seat (if available) for the higher (\$15.00) rate. It is our sincere goal to accommodate everyone, but it is only fair that those who have RSVP'd be seated before others are admitted. We cannot guarantee that there will be sufficient food or seating if you have not RSVP'd.

Members who wish to be invoiced for a Chamber event must arrange to do so with our Business Manager at the time of their RSVP. This privilege will only be available to members in good standing who have no outstanding invoices more than 30 days old. This option will not be available without an RSVP.

Prepayments for events are refundable only if cancellation is received no later than 5:00 pm 2 working days prior to the event via telephone, email or in person. Your registration is not confirmed until your RSVP is received online (recommended), via telephone or in person. If you cancel your reservation at least 2 working days prior to a Chamber event, a refund will be issued in the form of a credit for a future Chamber event. Refunds will be handled on a case-by-case basis.

Non-members who attend as guests of members are **required** to pre-register and prepay at the \$15.00 rate (no exceptions). Non-members are invited to attend a maximum of two (2) Chamber events before joining the Chamber and will be charged \$15.00 for each event.