



McMINNVILLE AREA
CHAMBER of COMMERCE

GREETER HOST AGENDA

The McMinnville Area Chamber of Commerce Greeters Program

The primary purpose of The McMinnville Area Greeters events is to welcome new businesses and to get better acquainted with existing businesses. Businesses that are visited need not be Chamber members, but we hope that they eventually will choose to become a member. This gives that business a chance to “toot their own horn” and educate our business people about the products and services, etc., they offer.

We feel that once people step in the door to a business and get to know the owners and managers on a personal level, they will be much more likely to do business with them. Also, they are in a much better position to spread the word about the business and refer others to that business.

When hosting Greeters, you should plan on an average of 50-60 people attending. It is the host’s responsibility to provide enough coffee for 60 cups – as some will have more than one cup - juice is a nice option as well - and also morning refreshments such as fruit and pastries. Food for only about 35 is needed, as only about half the guests eat.

We encourage you to become involved in Greeters, both as a host business and, once a Chamber member, as a participant in the weekly Friday gatherings. This kind of networking increases your visibility and expands your networking systems – critical for the success of nearly any business!

Friday Morning Greeters Program Format

8:00 AM	Guests will begin to arrive. Set-up should be complete so host can welcome guests to his/her business.
8:15 – 8:25 AM	Informal visiting over coffee and a snack provided by the business. (Continental breakfast is the norm.)
8:25 – 8:35 AM	Greeters participants introduce themselves.
8:35 – 8:50 AM	The host business will then introduce themselves, giving information regarding why they selected McMinnville for their business, background about themselves, the business, etc.
	Tours or demonstrations of the facility or products are always welcomed. Questions from the group are usually asked.
8:50 – 9:00 AM	Door prizes are awarded (the Chamber supplies one, but the host business is welcome to supply one as well). Chamber and group announcements are made.