

CORONADO CHAMBER OF COMMERCE  
**RIBBON CUTTING APPLICATION**



Whether you are celebrating a grand-opening, a grand re-opening, or are celebrating a new service or business venture, the Coronado Chamber will provide your business with a ribbon cutting ceremony at no cost. For a ribbon cutting ceremony description, please see the RC fact sheet. Ribbon cuttings are reserved for Coronado Chamber Members only.

The Coronado Chamber will invite the Chamber's board of directors, the Mayor and Coronado City Council, as well as local news media. Additionally, the Chamber will invite the community via the Coronado Chamber eNewsletter and social media outlets. A Chamber staff member will be present to take photos of the ribbon cutting and provide the ribbon. The scissors are provided by the City of Coronado.

Please fill out the application below and return it to the Coronado Chamber. Once the application is received, a staff member from the Coronado Chamber office will contact you, to select a date and time. We need a minimum of 2 week notice to provide as much publicity as possible.

_____		_____
Company Name		Contact Name
_____		_____
Street Address		City, State, Zip
_____		_____
Email		Phone
_____	_____	_____
Today's Date	Requested Date 1	Requested Date 2
_____	_____	_____
Event Time	Ribbon Cutting Time	What are we celebrating?
Event Description (will there be food, music, etc.?) _____		
_____		
_____		
_____		

**Additional Info:**

- Please provide an electronic version of your logo to staff contact along with this application.
- Please be aware that holiday and weekend ribbon cuttings have low attendance from the business community and chamber staff may not be available.
- The Chamber strongly encourages you to use chamber members for Ribbon Cutting catering. You can find an updated restaurant list at [web.coronadochamber.com/search](http://web.coronadochamber.com/search)

*If you have additional comments or questions, please contact the Coronado Chamber Office at (619) 435-9260. Please complete this form and drop off, mail, or email to [info@coronadochamber.com](mailto:info@coronadochamber.com).*



CORONADO CHAMBER OF COMMERCE  
**RIBBON CUTTING FACT SHEET**



A ribbon cutting is the ceremonial opening of a brand-new or newly-renovated/relocated business.  
***You must be a current Chamber member in good standing for the Coronado Chamber of Commerce to organize or participate in your ribbon cutting.***

By hosting a ribbon cutting, you can: Introduce both the public and Chamber members to your business, announce your ribbon cutting on the Chamber's Community Calendar and eNewsletter, familiarize the public and Chamber members with your product/services, and begin/develop a customer base. Ribbon cutting ceremonies are free for our members.

***The Coronado Chamber will...***

1. Notify the Chamber's Board of Directors of your event
2. Notify the Mayor and City Council of your event
3. Notify the local news media of your event
4. List your ribbon cutting on the Chamber's online calendar and in the bi-monthly eNewsletter
5. Share the event via the Chamber's social media outlets
6. Bring the ceremonial ribbon for the cutting, and coordinate using the City's ceremonial scissors
7. Take pictures at the event and publish a photo in our newsletter and via social media outlets

While the Chamber will assist with the ribbon cutting, we strongly encourage you to conduct your own additional promotion to increase the attendance and awareness of your business's opening. Please understand that you should not rely solely on the Chamber to attract your audience.

***Your Responsibility...***

1. Schedule your event using our ribbon cutting application at least two weeks in advance.
  - Tuesdays, Wednesdays, and Thursdays are usually best days during the week for business people, preferably after 5 p.m.
  - Please be aware that holiday and weekend ribbon cuttings can have lower attendance
2. Food and beverages are not required but many members provide them.
3. Providing music makes ribbon cuttings successful and brings more people to the event.