



## Business After Hours FAQs

### 1. How do we schedule a Business After Hours (BAH)?

BAH events are scheduled two weeks apart from other BAHs or major Chamber events. Call the Chamber office to check for availability.



### 2. How is a BAH advertised?

An advertisement is placed, free of charge, in the Chamber newsletter. It is a copy of the invitation side of your postcard. This is also emailed to more than 700 Chamber email addresses on the day of the event. Your BAH will be listed on the Chamber website in the Calendar and posted on Facebook.

### 3. What would it cost us?

You are responsible for the cost of printing the postcard invitations. The cost of printing will vary with the number of cards printed, cardstock material, ink colors, etc. You can check with our Member printers to get an estimate. Some members print their cards in-house. That's fine too.

You are also responsible for the cost of the postage to mail out the invitations. By using the Chamber's bulk mailing permit and including that on the postcard, the average cost of mailing is \$230-\$260. We send invitations to everyone on our mailing list.

### 4. What else would we need to order or buy for it?

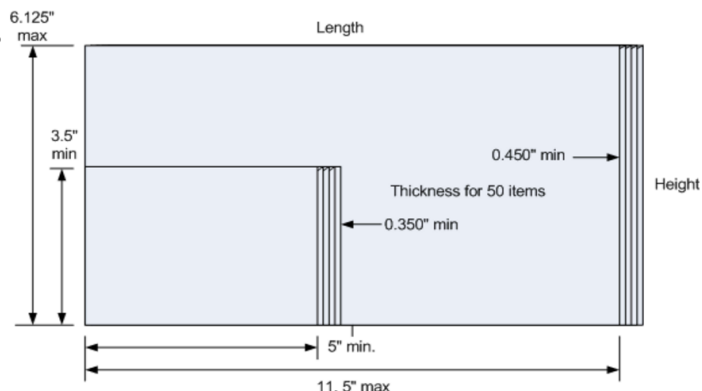
All BAHs have food and beverages...not all have alcohol and it is not required. Many BAHs have the refreshments catered but some have their Board members and/or other volunteers make and/or provide them.

Some BAHs will have door prize drawing(s) and/or give-aways. Again, this is not required.

### 5. What size can the postcards be?

Minimum: 3.5" x 5"

Maximum: 6.125" x 11.5"



Have more questions?

Call Rachel at 217-245-2174 or email [chamber2@jacksonvilleareachamber.org](mailto:chamber2@jacksonvilleareachamber.org)