



YOUR MEMBER CHECKLIST

To ensure you are making the most of your membership, follow the checklist below.

FIRST 30 DAYS

- Review your Resource Guide and familiarize yourself with all your benefits
- Look for your welcome email with username and password to the Collierville Chamber website where you can verify and edit your listing and register for future Chamber events
- Display window decal
- Email your logo to info@colliervillechamber.com
- Like us on Facebook [@ColliervilleChamberOfCommerce](https://www.facebook.com/ColliervilleChamberOfCommerce)
- Email a small entry about you and your business to info@colliervillechamber.com for us to post on our social media outlets welcoming you to the Chamber

SECOND 30 DAYS

- Schedule a ribbon cutting
- Register for the next Biscuits & Benefits
- List your business in the Chamber Business Directory by logging in to our website.
 - Add logo, image & video (depending on membership level)
 - Add your social media networks
 - Add long description
 - Add short description
 - Add products & services
 - Add any special directions

THIRD 30 DAYS

- Offer a member-to-member discount
- Post any news, business accolades, job postings, and promotions to the Collierville Chamber website – ColliervilleChamber.com
- Attend a luncheon
- Become an ambassador