



## 2026 Business After Hours Host Application

### Business After Hours

Business After Hours is one of our Chamber's most popular networking traditions, offering members a relaxed and welcoming setting to connect, build relationships, and showcase their business to the community.

- Showcase your business while networking with fellow Boone Area Chamber of Commerce (BACC) members.
- Promote your company by displaying information, materials, or services.
- All BACC members and their guests are invited to attend.
- Host eligibility: BACC members who are current on financial obligations.
- Events are held on the **2<sup>nd</sup> Thursday of each month, January-December, from 5-7 pm.**
  - *Note:* September is reserved for our Spirit of Boone Annual Membership Gathering.
- A **\$150 non-refundable deposit** is required to secure your event date. These funds support event setup on our website and targeted advertising.
- Suppliers (food, beverage, decor) must be current BACC members. Contact Carrie Henderson for an updated list of options.
- Co-hosting with another business is permitted with prior approval from the BACC. All participating businesses must be current BACC members. For co-hosting details, please email Carrie Henderson at [carrie@boonechamber.com](mailto:carrie@boonechamber.com).
- Interested in hosting but don't have the space or resources to do so alone? Apply anyway, and we'll keep your information on file for potential partnership opportunities.

### Host Requirements

- The facility must accommodate at least **75 people with ample parking available.** (*Recent attendance averages range from 85-120 guests.*)
- If hosting on App State's campus, a parking plan must be provided.
- If hosting outdoors, a backup plan is required in case of inclement weather. We all know how Boone weather can be!
- Coordination of event logistics with a co-host business (if applicable).
- Provide sufficient food and beverages for guests. Non-alcoholic beverages, beer, and wine are recommended.
- Obtain an ABC permit, if required.
- Provide two volunteers or staff members (21+) to serve beer and wine.
- Supply a minimum of two raffle prizes.
- Provide a table and two chairs for the registration/check-in area.

### **BACC Responsibilities**

- Create the event webpage on the BACC website.
- Provide pre-event publicity in BACC publications.
- Send an email blast to all BACC members.
- Manage registration before and during the event.
- Facilitate the presentation and announcement of raffle drawings at the event.

**I have read and agree to the details above:**

**Business:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Contact (who will oversee BAH plans):** \_\_\_\_\_

**Have you attended a BAH before?** ☐ Yes ☐ No

**Co-Host Business (if applicable):** \_\_\_\_\_

**Co-Host Contact (if applicable):** \_\_\_\_\_

### **Month Preferences**

*Please note: September is reserved for the Spirit of Boone Annual Membership Gathering and is not available. Business After Hours dates are often in high demand, with spring and fall months being especially popular. Please indicate your top three choices below.*

**1st Choice:** \_\_\_\_\_

**2nd Choice:** \_\_\_\_\_

**3rd Choice:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

***Submission of an application does not guarantee your business will receive a Business After Hours date.***