



This is a simple agreement between:

(Chamber of Commerce)
and

Chamber Member Services LLC (CMS)

Chamber's mailing address: _____

City: _____ State: _____ Zip + 4: _____ Phone: _____

Web site: _____ Email _____ # of member's _____

In addition to the chamber executive, who else should be included in program correspondence and publication proofs?

Full Name/Title

Phone and Extension

Email address

ChamberMail is FREE to chambers of commerce.

Goal and intent:

ChamberMail is a chamber of commerce-exclusive program designed to increase chamber member business and enhance the value of chamber membership while providing a member retention tool for the Chamber.

Chamber Member Services LLC shall:

For either 12 months or until CMS has mailed to at least 2000 new residents, we will sell ads, design, print, get new resident data and mail one of 3 size mailers (dependent on # of sales) to each new resident within the Chamber's marketing footprint. The mailers will be full color, digitally printed and will feature the Chamber's logo and contact information on the front cover of each mailer. Sales are accomplished via emails and sales calls with a goal of closing all sales within 10 business days. We send an email from the executive's mailbox typically to only consumer driven members or members within industries that have experienced success with ChamberMail previously. We do this by obtaining a full contact member list from the chamber in order to clean out non-typical advertisers so not to bother them with a program that doesn't benefit them. We typically launch sales efforts on a Tuesday at 1PM local time for optimum results. CMS handles everything on the sales, financial and production end of the program.

The Chamber shall:

Supply CMS with its logo for promotional/sales materials and add CMS's logo link on Chamber's home page of their website as an affinity partner, sales link during sale efforts and promotional link during mailing efforts. Provide a complete and full contact list of members in good standing in format required. In the event a member advertiser drops their chamber membership during the program mailing phase, the chamber agrees to 1) inform CMS that the advertiser is no longer a chamber member, and 2) provide CMS with alternative potential members to take the advertising space. CMS will not replace a dropped member ad until a new member ad is received and paid for in full.

The program:

The ChamberMail program will mail to new homeowners for either 12 consecutive months or until 2000 new resident households are reached: whichever comes first. CMS requires Chamber to supply the latest full contact member list to continue reaching out to the newest members. CMS will notify you of new sales launch date and request list 2 weeks previous. We publish 3 size mailers; 6X11 postcard 14 ad spaces, 11X12 bi-fold 22 ad spaces and a 11X17.75 tri-fold 42 ad spaces. By supplying CMS with completed order form, Chamber has opportunity to early 30% commission on all ad and product sales. Commission is paid to chamber once funds are collected in-full and cleared from member. This program will automatically rollover to the next edition unless a written email/letter is received by CMS before the tenth (10th) month of the currently mailed edition.

Optimum results:

Chamber should utilize all sales materials provided in emails, at events and on Chamber's web site, the more exposure ChamberMail gets the bigger the mailer, the bigger the mailer the more non-dues revenue for the Chamber.

Information to know:

CMS will not sell, rent, barter, give, or make available in any way, shape or form, any Chamber's member contact information provided to CMS by said Chamber to any outside party without Chamber's or member's express consent. When a list or Member sales data is shared with CMS, its use is for the sole benefit of that particular Chamber of Commerce's ChamberMail program products and services only. If a Chamber decides not to continue ChamberMail, but member advertisers decide to continue their participation in ChamberMail Marketing Programs, CMS reserves to right to continue working with these members in a non-chamber related capacity. If this occurs, Chamber is not eligible to receive any commission.

Chamber of Commerce:

Print Name: _____

Signature: _____

Title: _____ Date: _____

Email: _____

Chamber Member Services LLC:

Donn Ingemie
President/CEO