



## TULARE KINGS HISPANIC CHAMBER OF COMMERCE

### Host a “TKHCC Networking Mixer” Event

Dear Chamber Member,

Thank you for your interest in hosting a Networking Mixer event through the Tulare Kings Hispanic Chamber of Commerce! The purpose of the TKHCC Networking Mixer is to:

- Showcase the host firm’s business to Chamber members and guests.
- Provide business contact opportunities for members and invited guests in a relaxed setting on a regularly scheduled date.

Members of the Chamber, their guests and any companies seeking more information about the local businesses or the Tulare Kings Chamber of Commerce are welcomed. Participants will have an opportunity to network, meet new members and enjoy complimentary hors’ d’oeuvres and beverages. Everyone is urged to bring a supply of business cards to exchange.

In an effort to your company prepare for the event TKHCC recommends you use the following suggestions as a guideline:

- Host your Business After Hours on an “off” weekday- You will generally get a bigger turn out for your event if you pick a day during the week when most people do not already have other plans. TKHCC recommends either hosting your event on a Tuesday or Thursday. This time slot seems to bring in the largest crowds. (TKHCC aims to conduct mixers on the third Thursday of every month)
- Serve food and refreshments- TKHCC suggests you to provide your guests with something to eat and drink. This will help to keep your guests at your place of business longer, especially since mixers are in the evening hours. Any food/drinks are fine. If you need suggestions just let us know, we have a list of caterers we can gladly recommend as well.
- Collect visitors Business Cards- Be sure to have someone collect a business card from each of your guests. You can keep these and use them for your door prize drawing and then as future contacts for more networking. They can also be used to send company information and/or thank you cards.
- Have a door prize drawing, give-away or game- Use the business cards you collect to give away a door prize. You can have your guests play a game and win prizes (promotional materials of your choice). This is always a good draw for your event and can be advertised on your invitations and on press releases.
- Provide the Chamber with your company logo- Email your company logo, photo, or letterhead to [member@myTKHCC.org](mailto:member@myTKHCC.org) for us to use I our email invitation. We can use this logo as a link to your website or email address to draw customers to your site before the event has even taken place.

This is your opportunity to introduce the TKHCC membership and community to your business! The more unique your event is the more it will stick out I the memory of each of your guests- remember, these people can become your future clients and business contacts and a great source of networking!

**(These are just a few suggestions and are not required to host an event)**  
**We look forward to your TKHC Networking Mixer!**

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