

<DATE>

<COMPANY>

<CONTACT PERSON>

<ADDRESS>

<CITY, PROVINCE POSTAL CODE>

Dear <CONTACT PERSON>:

<COMMUNITY>'s most successful and reputable businesses have one thing in common – they are members of the <COMMUNITY> Chamber of Commerce.

The chamber is the central and unified voice of almost <# OF MEMBERS> area businesses and represents the business community at the various levels of government. It is also the organization through which many <COMMUNITY> companies meet and do business.

Our chamber has a professional staff and an army of volunteers throughout the business community working on your behalf in all areas affecting business. We invite your business to invest in the chamber and become a member.

I have enclosed a package on the value and benefits of chamber membership. Should you decide to join, please fill out the application and profile and return it to us along with a cheque for your membership fee.

Should you have any further questions, please contact me.

I look forward to hearing from you.

Sincerely,

<NAME>

<ADMINISTRATOR>

Enclosures

<DATE>

<COMPANY>

<CONTACT PERSON>

<ADDRESS>

<CITY, PROVINCE POSTAL CODE>

Dear <CONTACT PERSON>:

The <COMMUNITY> Chamber of Commerce invites you to become a member of a dynamic organization dedicated to promoting the <COMMUNITY> area.

Our chamber provides many services to its members and the community.

In addition to providing travel information for visitors and running a BIC (Business Information Centre), we answer inquires on your behalf from potential investors, businessmen looking to relocate and retirees contemplating making <COMMUNITY> their future home.

Further, your chamber presents your concerns to the appropriate government officials. We serve the community by sponsoring political forums such as those during the recent municipal and federal elections. We invite prominent individuals and groups to speak to our community and answer direct questions.

Individuals, as well as business, are eligible for all membership.

Please take the time to fill out an application form or call us at <PHONE NUMBER>.

Do you share in supporting the organization which promotes your community?

Sincerely,

<NAME>

<ADMINISTRATOR>

Enclosures

<DATE>

<COMPANY>

<CONTACT PERSON>

<ADDRESS>

<CITY, PROVINCE POSTAL CODE>

Dear <CONTACT PERSON>:

Have you ever thought of becoming a chamber of commerce member?

There are several reasons to consider it and we invite you to look through the following pages to see what we can offer your business.

Our chamber has been the “Voice of Business” since its founding in <YEAR> and we are proud to support our <NUMBER> businesses. Businesses and professionals today face many challenges, which when handled alone can be difficult to handle effectively. This is why a strong chamber of commerce serving as the “Voice of Business” is not only necessary, but also a vital part of business.

The chamber speaks for all businesses and we are in business to help you and to promote <COMMUNITY> business interests. Our programs and activities are developed with your firm’s profitability in mind and we can accomplish collectively what no one business can do alone.

Consider some of the following ways we can work with you to support your business:

- Free advertising
- Networking opportunities to promote your business
- Referrals to your business
- Group Benefits
- Merchant discount rates for Visa, MasterCard and Interac transactions
- Advertising discounts and opportunities from media to print advertising
- Discounts on courier services
- Fuel Discounts
- Discounts on trade show booths
- Discounts to attend chamber events
- Member 2 member discounts
- Voicing your business concerns to local, provincial or federal governments

At the <COMMUNITY> Chamber of Commerce we can offer your business any of the opportunities listed above, plus many others. Businesses of all sizes join the chamber for varying reasons. Whether big or small, existing or new, membership is an investment in both ***your business and your community***. We encourage you to find out about the advantages of joining the chamber and how membership can benefit your business.

Enclosed is some information about how the chamber can assist you with your business needs. You can also obtain further information about the <COMMUNITY> Chamber of Commerce from our website at <WEBSITE>.

If you have any questions regarding membership or the services we provide, please feel free to call our office at <PHONE> or e-mail <EMAIL>.

The <COMMUNITY> Chamber of Commerce is working hard to represent business and professional interests and I hope that you will join us in our ambitious program to increase our involvement and influence in this community on your behalf.

Sincerely,

<NAME>
<ADMINISTRATOR>

Enclosures