

### Business After Hours Host Agreement

Business After Hours (BAH) is a networking and educational event coordinated by the Greater Shelburne Falls Area Business Association. These events provide helpful information and networking opportunities to its members. Members of the GSFABA are encouraged to host BAH, if they have the ability to do so, to expose their business to other members, and help in this mission to unite the community.

As hosts, we ask that you provide the venue, light snacks and beverages, and assistance with set-up and clean-up. The GSFABA will provide name tags and paper goods (if needed), publicize the event, and facilitate networking. The GSFABA will also set up their own table with informational material and a donation jar.

To request to host a BAH event at your business, please fill out the following information and return to the GSFABA. Requests should be submitted *at least two months prior* to the date of the event. Please Print.

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Business After Hours event: \_\_\_\_\_

Do you have discussion topics, agenda items, or activities for the event? Please list here: \_\_\_\_\_

\_\_\_\_\_

The GSFABA will get in touch to help plan the event upon receipt of this form- Thanks!

Host Signature: \_\_\_\_\_ Date: \_\_\_\_\_

GSFABA Signature: \_\_\_\_\_ Date: \_\_\_\_\_

