



**NEWMAN CHAMBER OF COMMERCE
AND INDUSTRY**

Supporting Business in the East Pilbara

LAST THURSDAY OF EACH MONTH BUSINESS AFTER HOURS INFORMATION PACK

Shared Knowledge

Opportunities

Connections

**Increased
Confidence**

Raising your Profile

**NEWMAN CHAMBER OF
COMMERCE AND
INDUSTRY**

Newman House
Office 7, 46 Iron Ore
Parade

Email:
admin@newmancci.com.au

9175 0042

TYPE OF EVENT

The Chamber hosts a networking event on the last Thursday of each month except December and January for members. For more information on how you can be involved please read on.

Business after Hours (BAH)

BAH gives you the opportunity to inform members, associates and community members, of your business and its functions. These events can be held for a variety of reasons, including promotion of new products, expanding your customer base and helping build new relationships. After the presentations, you are then offered the opportunity to answer questions, network and mingle with the local business community.

There is the opportunity to host these events as a sole host; the Chamber strongly encourages businesses to co-host with other member businesses. Co-hosting these events will maximise attendance and broaden the representation from a variety of industry sectors and it is financially beneficial. The cost is split evenly between hosts, making the event affordable to all businesses involved.

They commence at 6.00pm, with formal presentations at 6.30pm and generally conclude at 8.00pm.

CONTACT US

This information pack has all the information you will need to host an event and frequently asked questions. If you have any further questions, please don't hesitate to contact the Chamber by calling 9175 0042 or emailing admin@newmancci.com.au

BENEFITS OF A NETWORKING FUNCTION

Building a successful business takes time, so it's good to have networking opportunities that you can draw energy from, gain new ideas and keep you going. The benefits of a Networking Function are below:

1. Shared Knowledge

Networking is great for sharing ideas and knowledge. Whether it's asking for feedback or discussing your point of view, it will help your knowledge and allow you to see things from another perspective.

2. Opportunities

It's natural that networking will result in opportunities. The thing you will not know is when or how they will materialise. Whether it's a referral, offer partnership or request for your service/product, it is important to be ready to seize the opportunities when they come along.

3. Connections

Remember you are not just gaining exposure to the people in the room, you are building connections with their network too. If someone they know has a need that matches your business, and you have made an impression, you will likely get a referral.

Remember it's not just a one-way-street. If someone in your network matches a business you encounter at an event, don't hesitate to share their details. It will only strengthen your relationship.

4. Increased confidence

By regularly networking, and pushing yourself to talk to people you don't know, it will help increase your confidence. This is an important attribute as a business owner/manager, because your business growth is dependent on talking to people and making connections.

5. Raising your profile

Being visible and getting noticed is a big benefit of networking. By regularly attending business and social events, people will begin to recognise you. This can help you to build reputation as a knowledgeable, reliable and supportive person by offering useful information or tips to people who need it. You are also more likely to get more leads and referrals as you will be the one that pops into the head when they need what you offer.

HOSTING A BAH NETWORKING FUNCTION

Hosting a Business After Hours (BAH) Networking function is a stress free and simple experience. To get the most out of your Chamber function we advise you to do the following;

- Invite your own guests as well, include current clients, prospects and community leaders
- Think about the message you would like to get across to your guests

When hosting an after-hours function there are some things that you need to provide

- Your logo in JPEG format to the Chamber for promotional purposes
- Provide a suitable, covered in, comfortable venue that can accommodate up to 40 people
- Catering- guest numbers will be communicated with you before the event so you can organise finger food and drinks
- A 5 minute presentation on your business

Now, we know you can't do it all on your own so the staff at the Chamber will help you by

- Facilitating the event on the night so you are free to network with your guests
- Encourage members and non-members to attend so you get maximum exposure
- Assist you with organising catering and a venue if required
- Promote your event through our events calendar and bi-monthly newsletter

FREQUENTLY ASKED QUESTIONS

Do I have to be a member of the Newman Chamber of Commerce to host a function?

Yes. These functions are a member only networking opportunity.

What if I want to co-host but I don't know anyone else who wants to?

That's not a problem, we can team you up.

Can we nominate who we want to co-host with?

Of course! When filling out the expression of interest form all you have to do is put the other business details and we will be in touch with you both.

Do I have to make a speech?

You are expected to make a 5 minute speech showcasing and promoting your business. If you feel uncomfortable making a speech you are able to nominate someone to make it for you.

Can we provide a lucky door prize?

Yes, definitely! You can supply as many prizes as you like.

Who promotes the event?

The Chamber will promote the event through our wide circle of members and non-members through our bi-monthly newsletter, email invitations and social media.

Can I bring banners and set them up?

Certainly can!

How does the night work?

Guest's are invited to the event, with your details and logo supplied on invite. The night commences at 6.00pm with guest's allowed time to mingle with drinks and finger food. A Chamber employee will open proceedings with a gentle introduction, followed by a speech from the host at 6.30pm. The Chamber employee will then close presentations, with guest's offered the opportunity to network in a relaxed atmosphere.

EXPRESSION OF INTEREST FORM

Business After Hours functions are one of the most popular Chamber events and help to promote your business in a relaxed, social environment. Functions will be held on the last Thursday of each month, except December and January and are normally between the hours of 6.00pm-8.00pm

If you would like to host a Business After Hours function in 2016 please fill out this form and return to Jay on admin@newmancci.com.au and he will be in touch.

Business Name:

Contact Name:

Phone Number:

Mobile:

Email Address:

Address:

Are you interesting in:

Business after Hours Networking Function

Becoming a member

Monthly Preferences

Are you interested in Co-Hosting an event?

Yes

No