



**Erie Regional Chamber & Growth Partnership (ERCGP)
2020 Connect 4 Coffee Agreement**

Host Company/Organization: _____

Contact: _____ Phone: _____

Event Location: _____

City, State, Zip: _____ Email: _____

Connect 4 Coffee Date: _____ Time: 7:30am-9am

ERCGP Responsibility:

- Advertise on www.eriepa.com calendar of events page all upcoming Connect 4 Coffees.
- Open registration for 30 members to register to attend. Registration closes when 30 attendees is reached or 1 day before event (whichever occurs first).
- Send out via email two invitations (1) announcing scheduled host and (2) as reminder of upcoming event. We also post the event to the [Erie Business Brief](#) blog.
- Host company is recognized via our social media and [Erie Business Brief](#) blog.
- Provide ERCGP logo item for raffle

Host Responsibility to Provide:

- a comfortable space to accommodate 30 members
- a table for members to place marketing materials to be shared with attendees
- light breakfast fare including coffee/water or juice for 30 attendees
- Optional: Raffle item of your choice

Return the completed and signed host agreement along with the **one-time fee of \$100** to secure your date to:
Colleen Gross, Erie Regional Chamber, 208 East Bayfront Parkway, Erie, PA 16507.

***Members may host one Connect 4 Coffee per year. Exceptions may apply at ERCGP discretion for businesses with multiple locations.

Host Signature: _____ Title: _____ Date: _____

You will receive an email confirmation upon receipt. We appreciate your support of the Erie Regional Chamber & Growth Partnership.