

# Clinton Area Chamber of Commerce

## Member Directory Checklist

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Send your listing information via e-mail to:

**directory@clintonarchamber.com**

*Want to edit your listing online? Visit our website & click "Manage Your Website."*

- Contact Name** (Owner/Manager)
- Business Phone**
- Business Street Address**/Mailing address
- E-mail address** (Public address used to contact your business)
- Website URL**
  
- Please **copy & paste** the page URL's of the social media representing your business/organization (if applicable):

**Facebook**

**Google+**

**TripAdvisor**

**Pinterest**

Other social media profiles  
(e.g. **YouTube, Instagram, Yelp**)

### **Photos**

Please attach photos you would like to add to your directory listing. These may include photos of your business, staff, or samples of work/products/services. These will be selected and/or modified to optimize your listing. Images larger than thumbnails are best for display.

### **Description**

Please include a brief description of your business/organization. Some facts you might consider sharing:

- **Description of products/services**
- **Hours, menus, online services**
- **Year opened**
- **Staff experience**
- **Mission statement**
- **Awards & recognitions**

**Please include all applicable information in your e-mail.** Once your listing is completed, it will be published on the Chamber website and you will receive a link for approval. Feel free to ask us any questions!

**<http://www.clintonarchamber.com>**