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**RIBBON CUTTING CEREMONY**

<p><b>Chamber Member Name</b></p> <p><b>Date of Ceremony</b></p> <p><b>Time of Ceremony</b></p> <p><b>Ceremony Location</b></p>
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**WELCOME AND OPENING REMARKS** ..... Chamber President

**INVOCATION** ..... Chamber Chaplain or Member’s Chosen Representative

**INTRODUCTION OF MEMBER**..... Chamber President

**MEMBER COMMENTS**..... Member Representative  
*Member’s products/services/hours, Introduction of Member’s special guests, and/or Summary of Member’s history/reason for choosing Clinton*

**OTHER CHAMBER INTRODUCTIONS**..... Chamber President  
*Recognition of Chamber Staff, Board Members, Ambassadors, and any other special guests*

**WELCOME / CONGRATULATORY REMARKS**..... Mayor or Other City Official  
*Recognition of Other Government Officials*

**CLOSING COMMENTS / RIBBON CUTTING** ..... Chamber Executive Director  
*Member Representative holds the scissors. Mayor/City Official holds the bow. Family, friends, employees, guests of the Member line up on the front row. All other participants assemble behind the first line.*

*Photographer will take several photos before the ribbon is actually cut.  
Photographer will countdown from 3 for the photo of the Member Representative cutting the ribbon  
(\*Member should keep looking at the camera and not the ribbon during this photo\*)*

**Immediately following pictures**

**REFRESHMENTS / DOOR PRIZES / FACILITY TOURS / ETC**.....Member  
*Optional ceremony activities as chosen by Member and Networking*