

WELCOME TO

# Shawnee FORWARD

MEMBERSHIP CHECKLIST

YOU'VE JOINED  
SHAWNEE FORWARD  
**NOW WHAT?**

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231 N BELL, SHAWNEE, OK 74801  
(405) 273-6092

<https://shawneeforward.com>  
[yourfriends@shawneeforward.com](mailto:yourfriends@shawneeforward.com)

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# WITHIN 30 DAYS

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## WELCOME TO THE TEAM

- Become familiar with our website, especially the About, Economic Development, and News tabs. This is where you will learn more about Shawnee Forward, member resources, and marketing opportunities.
- Get social! Go "like" and "follow" our Facebook, Twitter, Instagram, Pinterest, LinkedIn, and Youtube pages to stay up on all the things Shawnee Forward.
- Get connected. Sign up to receive our email newsletter and complete the Professional Connection form.
- Join the Shawnee Forward "Member's Only" Facebook group to participate in discussions and ask questions.
- Add the Chamber's digital logo to your business website. Visit <https://shawneeforward.com/members/>
- If you're a new business, contact us to discuss a ribbon cutting for your business. Shawnee Forward can also do ribbon cutting's for milestone anniversaries, relocations, and special occasions.
- Everyone in your company is now a member, make sure to add reps for your business using the Professional Connection form at <https://bit.ly/2B0xzia>.



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## WITHIN 90 DAYS

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## WELCOME TO THE TEAM

- Display your membership certificate and sticker openly. Studies show that people view chamber membership as a sign of credibility for a business.
- Register for at least one Shawnee Forward networking event: Happy Hours, Ribbon Cutting, Ambassadors, etc.
- Stop by Shawnee Forward to meet our staff and drop off any literature (ex: menus, event flyers, business cards, rack cards, etc.) that you would like displayed in our office.
- Hop on the Shawnee Forward website and post an event to our community calendar, post job openings to our Job Fair, submit a news release with your latest company announcement.
- Use a fellow member when fulfilling business and personal needs for goods and services. Check out our Membership Directory and don't forget to ask about affinity programs and our Member-to-Member Discount program.
- Post a Member-to-Member deal and/or hot deal to promote your services or products to the community and other members.
- Look for potential business connections in the Membership Directory. Can you potentially refer business to them or refer that business to a friend?
- Tag Shawnee Forward in a social media post. Asking Shawnee Forward to share your social media posts helps you reach a wider audience.

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WITHIN  
**180 DAYS**

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## WELCOME TO THE TEAM

- Review the benefits you receive with your chosen membership level.
- Explore ways you can extend your business brand through the Chambers advertising opportunities (banner ads on our website, weekly newsletters, sponsoring events, etc.)
- Encourage your staff to attend a Chamber event and visit the Shawnee Forward website to learn more about your benefits.
- Submit a member testimonial to [yourfriends@shawneeforward.com](mailto:yourfriends@shawneeforward.com). You may be featured on our website, email, and social media.
- Review Shawnee Forward on Google or Facebook. You may be featured on our website, email, and social media.
- Review your membership ROI (return on investment). Are we meeting the goals you set for joining Shawnee Forward? If not, call us at (405) 273-6092.
- Invite a potential member to join Shawnee Forward or attend an event with you.

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