



Hosting a South Kitsap Green Drinks

Thank you for considering hosting a South Kitsap Green Drinks. The Green Drinks program was designed to celebrate environmental sustainability. We have molded the concept into our own networking event with local businesses and anybody who is environmentally friendly. Participants are encouraged to bring their own glasses.

Hosting a Green Drinks event can be a lot of fun and a great way to meet new people. Each Green Drinks is conducted a little differently throughout the County.

The hosts for South Kitsap Green Drinks are expected to:

- Provide a location within South Kitsap that will comfortably handle 40 to 50 people.
- Provide hor d'oeuvres for those attending.
- Provide beverages for those attending. Drinks typically include both alcoholic and non-alcoholic options.

As a host you are showing your commitment to being an engaged and active participant in our community. During the event, you will be given the opportunity to introduce yourself and your business.

We encourage door prizes and usually ask those attending to bring something to contribute, if they wish. Door prizes are not required for the event. If door prizes are present for the event, every attendee will receive one raffle ticket with the purchase of admission. More raffle tickets will be available for purchase at \$1 each. All raffle ticket proceeds will be split 50/50 between the Chamber Scholarship Fund and a charitable donation to the hosts choice. We encourage the host to promote the sales of additional raffle tickets during the event.

The South Kitsap Chamber of Commerce will promote the event on social media, our website, and newsletters. We encourage the host and their network of people to share and promote it as well, for best possible attendance results.

The Chamber will set up the ticket sales online, support the admissions at the door, and oversee event schedule the day of the event.

Tickets are pre-sold online on the Chamber website for \$10 per person, and at the door for \$15 per person. These proceeds go to cover the administration costs of the chamber. The Chamber will provide the host with a headcount of pre-registered attendees within 24 hours of the event start time.

The host is fully responsible for all costs associated with hosting this event. You are welcome to make your event as big or as small as you choose.

There are no additional permits required for this event. It is a private ticketed event.

GreenDrinks are held on the 4th Wednesday of every month with these exceptions: No events in the months of July, August or November. December event is the 2nd Wednesday due to holidays.

To sign up as a host complete the application on the next page and send it to the Chamber.

Application to Host a South Kitsap Green Drinks

Business Name: _____

Business Address: _____

Business Point of Contact: _____

Business phone number: _____

Point of Contact Email address: _____

I recognize that I am responsible for:

- Providing a location that will comfortably handle 40-50 people, regardless of weather conditions.
- Provide hor d'oeuvres for those attending. It is not a meal, but heavy snack.
- Provide beverages for those attending.
- I will promote my greendrinks event to my customers and associates.
- The venue will be available for the event to run between 5:00pm and 7:00pm. Beginning at 4:45pm for set up and preparation.
- Assist the Chamber and volunteers with registration throughout the event.
- Encourage attendees to provide door prizes (as applicable).
- Encourage raffle ticket sales (as applicable).

I recognize that the Chamber will:

- Promote the event online with social media, newsletter, and web listing.
- Set up and manage ticket sales.
- Assist with the registration during the event.
- Encourage attendees to bring door prizes.
- Encourage raffle ticket sales.
- Manage raffle.

I have read and understand what is expected of me as the host for the South Kitsap Green Drinks. I wish to host during the month of _____ . (No events in July, August , or November.

December GreenDrinks is held the 2nd week of December instead of the 4th week due to Holidays)

Signed: _____ Date: _____

Received by: _____ Date: _____