

# ChamberMaster/MemberZone Hosted Regional Training

Thank you for your interest in hosting a ChamberMaster/MemberZone training. This is a great opportunity to bring training to your area. Do you have a facility that will seat up to 30 people classroom style? Are you within 60 minutes from a major airport? If so, this opportunity will work for you.

## Training Agenda

A hosted training session agenda would consist of our standard two-day session covering the topics at the following link: ChamberMaster/MemberZone Regional Training

#### Fees

\$349.00 per person for two-day training (includes lunch both days)

A minimum of 20 paid registrations are needed to hold the training. In the event the minimum is not met, within 2 weeks of the scheduled dates, the training will be cancelled. The hosting association will receive four complimentary registrations if the 20-person minimum is met. GrowthZone retains all registration fees.

#### Hosting Association/Chamber will provide:

- 1. Meeting room to seat up to 25 people classroom style
- 2. Projector/Screen for presentation
- 3. High speed Internet access for up to 25 laptops
- 4. Power source for up to 25 laptops
- 5. Coffee/Soda for morning and afternoon breaks
- 6. Coordination of room block at local hotel for out of town attendees (suggested block of 10 rooms with no attrition)
- 7. Assist in promotion of the training event to local associations/chambers

### GrowthZone will provide:

- 1. GrowthZone certified instructor
- 2. Electronic training materials for all attendees
- 3. Promotion via email to appropriate associations/chambers
- 4. Manage and retain all registrations/fees
- 5. Air/meal/lodging travel expenses for the instructor







