# SHARE YOUR MEMBER NEWS

Member companies often ask for help sharing their news. We are happy to! If it's an event or a news item, we ask that you please upload it through our ChamberMaster portal. It's easy – just log in at **cm.hsvchamber.org/login** and add it.

We've posted step-by-step instructions here: hsvchamber.org/chambermasterhowto

We check the 'queue' daily for items and can approve these quickly. Where do these go once we approve them? They appear directly on **Events** (**cm.hsvchamber.org/events**) or **Member News** (**cm.hsvchamber.org/news**) on the Chamber's website. We also select some for our weekly newsletter, the Mash-Up, and for our social media channels.

We encourage you to share our **email newsletter signup** link with your office: **hsvchamber.org/emailsignup**. Help your team members stay informed on the latest local business news!



## **Member Connection**

**Member Connection** is an email distribution the first and third Fridays of each month where we share member flyers (event promotions, special offers, etc.). We encourage our members to do business with each other! **See details on the next page.** 

If you have a flyer to include, please send the PDF by the first or third Tuesday to **membership@hsvchamber.org**. To see the samples, visit **hsvchamber.org/member-connection**.



## **Movers & Shakers**

Do you have a new hire, someone you've promoted, or someone who has achieved a new certification? Submit the person to **Movers & Shakers**. We spotlight these employees every other month on our website and social media channels (Facebook and LinkedIn.) Visit **hsvchamber.org/movers-shakers** for a sample; see additional details on separate flyer.



## **Advertising**

We have additional opportunities for sponsorships and advertisements. The Chamber publishes *Initiatives* magazine six months per year. For more information and our current **Media Kit**, please contact Lakeysha Brown (**Ibrown@hsvchamber.org**) or Kristy Drake (**kdrake@hsvchamber.org**).



#### **Member Connection: Details & Deadlines**

**Member Connection** is the perfect way to stand out from the competition – and best of all – it's FREE! This eblast reaches over 7,500 Chamber contacts twice monthly (the first and third Fridays of each month). It is also posted on the Chamber's website, under the **Newsroom** tab.

To participate in this FREE service, please send us a PDF flyer that describes your business, signature events, or programs by the first or third Tuesday to **membership@hsvchamber.org**.



# **Distribution Dates for 2025**

\*subject to change

January 10	May 2	September 5
January 24	May 16	September 19
February 7	June 6	October 3
February 21	June 20	October 17
March 7	July 4	November 7
March 21	July 18	November 21
April 4	August 1	December 5
April 18	August 15	December 19

# **Submission Specs**

- Deadline is three days before the distribution date.
- There are no restrictions on the dimension of the flyer, but the letter size (8.5x11) will look best in the flipbook.
- Please try to reduce the file size to less than 2 MB.
- If you do not have the capability to save your flyer in PDF format, the following file formats are acceptable: JPEG, PNG, Microsoft Word, or PowerPoint.
- If you have events posted on your website or social media pages, please provide us with the link. Flyer will be linked to the specified page instead of your home page.
- Please make sure to include your contact information (website, phone, etc.)
- Members have the opportunity to publish two flyers per month.

