



NEW MEMBER CHECKLIST

Your Chamber membership includes a multitude of benefits! Get started with these quick tips for new members:

- Set Up Your Online Accounts.** Use the email you received from the Chamber to create an Administrator log-in as well as a Representative log-in for your online accounts.
- Explore the Online Member Portal.** Once you've logged-in, check out the member portal. Designed to allow our members to make the most of their membership, the portal allows you to control and update your company profile information, register for Chamber events and activities, pay invoices, post job openings, and more.
- Check Your New Listing.** Your membership includes an online listing at sussexcountychamber.org containing your basic company information and a link to your website. Please check that your listing details are correct.
- Add the Chamber Email Addresses to Your Safe Senders List & Contacts List.** The Chamber sends emails from several email addresses and through Constant Contact:
 - tcrimando@sussexcountychamber.ccsend.com
 - mail@sussexcountychamber.org
 - thorsfield@sussexcountychamber.org
 - bookkeeper@sussexcountychamber.orgPlease add these addresses to your Safe Senders List so our communications come to your inbox and not the junk folder. If you would like others in your company to receive Chamber emails, add them as Representatives from your online Administrator account or by contacting the Chamber.
- Attend the Chamber's Networking Events.** Meet other Chamber members, build relationships and learn about Chamber programs events and initiatives at the monthly Business-to-Business Breakfast and/or quarterly Business After Hours. There's no charge to attend but you must register by logging-in to your member portal.
- Get Involved.** Join one of the many Chamber committees, participate in your local Chamber Council, sponsor and attend our events and programs, and connect with your fellow members. Remember, the more you put into it, the more you will get out of your membership!
- Add Our Logo to Your Website.** All members are welcome to use the Sussex County Chamber of Commerce Member logo on their website and in their publications, which lends our organization's credibility to yours! To request this high-resolution logo, email us at mail@sussexcountychamber.org.
- Like us on Facebook.** You'll get timely notifications of upcoming events, Chamber news, member activities and more! You can also join the "Sussex County Chamber Community Offers" Facebook group to share your own organization's posts about public events, specials, and sales!
- Drop Us a Line.** Your input matters to us. The Chamber welcomes your emails and phone calls. Let us know how we can help you meet challenges and grow your business in Sussex County. Reach out at mail@sussexcountychamber.org or (973) 579-1811.

Welcome to the Chamber!