



# BETHLEHEM

Chamber of Commerce

## B2B LEADS GROUP APPLICATION

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

**Business Category:** *(list ONE industry that you will represent if you become part of this leads group)*

\_\_\_\_\_

**Description of Products/Services:** \_\_\_\_\_

\_\_\_\_\_

**What is a good lead for you?** \_\_\_\_\_

\_\_\_\_\_

**What will you be able to bring to this group?** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

*I have read, understand, and agree to abide by the bylaws. I understand that I can only represent ONE business category in this leads group.*

**Submit your application via fax to 518.475.0910 or via email to [info@bethlehemchamber.com](mailto:info@bethlehemchamber.com).**

Your application will be reviewed by the Chamber and will be shared with the B2B Leads Group officers for consideration. Once this process is complete, you will be contacted regarding your participation in the B2B Leads Group.



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## **B2B LEADS GROUP BYLAWS**

- 1) All members of the B2B Leads Group must do the majority of their business activities with other businesses.
- 2) The focus of the group is to be a productive lead referral group. Members are strongly encouraged to bring at least one business referral to every meeting – either a lead for a specific member, or a lead that can be shared with multiple Business Categories within the group.
- 3) New members must be invited by a current member of the B2B Leads Group or the Bethlehem Chamber. They can attend one meeting as a guest, and then they must submit an application for review. The group will vote by simple majority to approve or reject each application.
- 4) All prospective leads group members must be a current Bethlehem Chamber member in good standing and practice business ethically. Members are encouraged to support the Chamber and attend other events, such as ribbon cuttings, networking mixers, and business seminars.
- 5) Only one company per Business Category will be allowed into the leads group. If more than one company in the same Business Category wants to participate in the group, it will be handled on a case-by-case basis among the companies in question and the B2B Leads Group Officers. If a mutual agreement can be reached where each party agrees to only represent one service and not cross-over into a conflicting business category, then both companies will be allowed to participate in the group.
- 6) Attendance is important and members are expected to be present at the majority of the meetings. If you cannot attend, you must communicate to one of the Chairs. Two consecutive unexcused absences will result in your suspension from the group. The group will vote to determine if your suspension should be lifted, or if they will seek out another company as a replacement.
  - a. It is recommended to have a back-up representative from your company that you can send in your place in case you have to miss a meeting.
- 7) The group will meet twice a month – the FIRST and THIRD Thursday each month.
- 8) Each meeting will have an agenda for efficiency. The agenda will be posted on the Chamber website the Monday before each meeting.