



**BNI**

# New Member Ribbon Cutting

## Welcome to BNI Tampa

Let us help you get the word out about your new membership in BNI, get started in growing your business!

Welcome to BNI! We want to help you have an amazing experience and help you with your success quickly. Since it will take a few weeks to get the hang of the referral process we want to help you hit the ground running with your Chapter. We'll help you plan your New Member Ribbon Cutting to highlight you and your business.

### How it Works

1. Our Secretary/Treasurer has set the date of your Featured Presentation 6 weeks out from now.
2. Use the **Ribbon Cutting Planning Worksheet** on the next page to come up with your guest list.
3. We will coach you on how to invite and where to register your guests for the event.

**BNI**

**BNI Tampa**

Tampa Bay Florida

**(813) 444-8684**  
[bnitampa.com](http://bnitampa.com)

1

Five Clients	C	R

2

Five Family or Friends	C	R

3

Five Prospects	C	R

4

Five Vendors	C	R

5

Five Managers/Bosses/Office Staff	C	R

C = Confirmed; R = Registered as a Visitor to the Meeting

**Member Name:**

**Chapter Name:**

**Ribbon Cutting Date Set For:**

## What do I need to do?

There are five categories listed on this worksheet with five fields each. In each category, list five people that you know or people that you will contact to invite to your Chapter Meeting for your Ribbon Cutting Event.

## Here are some suggested scripts for inviting your guests:

**“I’m excited to share my business during a Featured Presentation at BNI as the (profession). It’s an exclusive and dynamic business community, and I would be honored to have your support. Can you join me on (day/time)?**

**If yes, “Great – that means a lot to me. I’ll go ahead and register you so you’ll have the details in the reminder email. Can I send you a text reminder the night before? If you have anyone in mind from the business community who you’d like to invite, just let me know their details, and I’ll be more than happy to register them too! The more, the merrier!**

Remember to register your visitors & guests:

1. Login to the BNI Connect® App
2. Click on **Visitors**
3. Click **“Register A Visit: Visitor”**
4. Fill in the form information including the **Visit Date and Profession**
5. Select Visitor or Guest and **“Register”**



Schedule a calendar event to send reminder texts to all your registered visitors and guests the night before your presentation.

