



Oshkosh Chamber Member Spotlight Guidelines

The Oshkosh Chamber will have 1 Member Spotlight per month. Any and all members can apply to be in the “spotlight” by completing the following steps.

1. Fill out the member spotlight application that will be accessible on the Oshkosh Chamber website.
2. Return the application and any supporting materials to Grace Burdick at grace@oshkoshchamber.com
3. Any applications sent in before the 20th of each month will be considered for the next month’s spotlight.
4. Members/businesses can apply every month. If and when they are voted into the “spotlight”, they cannot hold the spotlight again until 6 months have passed.

What is included in the “Member Spotlight”?

Social Posts–Oshkosh Chamber Facebook and LinkedIn

- Member logo, name, and 3 photos of choice will be posted, a brief summary that is submitted with the application, member will be tagged
- When?
 - 1st of each month (earliest weekday if the 1st falls on a weekend)
 - Last Friday of each month

E-Blasts–Oshkosh Chamber E-communications list (4000+)

- Member logo, name, and 3 photos of choice will be posted, a brief summary that is submitted with the application
- When?
 - 1st of each month (earliest weekday if the 1st falls on a weekend)
 - Last Friday of each month

Website–Oshkosh Chamber Homepage

- Member logo, name, and link will be in a pop-up on the Oshkosh Chamber homepage for that month

All applicants collected before the 20th of each month will be voted on by Oshkosh Chamber staff. All applicants will be notified if they have been selected or if they can apply again the next month.

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Applications to open on May 1st, 2025–First spotlight will be selected for June 2025



Oshkosh Chamber Member Spotlight Application

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Member/Business Name: _____

Main Contact: _____ **Main Contact Phone:** _____

Main Contact Email: _____ **Date Submitted:** _____

How many Oshkosh Chamber events have you or someone from your business attended/sponsored in the past 3 months? (Approximately) _____

Please submit along with this application

1. Hi-Res Logo in a png or jpeg file format
2. Summary of business-less than 200 words
3. Summary of what it means to be an Oshkosh Chamber member and how your business has benefited from becoming/being a member-less than 300 words
4. List 3 specific reasons why a business should join the Oshkosh Chamber
5. At least 3 photos that showcase your business-if these are from an Oshkosh Chamber event that would be preferred.
6. Any other additional supporting materials

I understand that this application is only valid for the coming month and if not selected we will have to re-apply. For any questions, please contact Marketing & Events Director Grace Burdick at grace@oshkoshchamber.com

Sign Here: _____

Date: _____



Oshkosh Chamber Member Spotlight Voting Criteria

Involvement with the Oshkosh Chamber-#of events attended, program involvement, sponsorships, etc. /10

Summary of “what it it means to be an Oshkosh Chamber member and how your business has benefited from becoming/being a member”. /10

Supporting materials/testimonials /10

TOTAL: /30

Each month, a representative from each Oshkosh Chamber pillar will vote based on the criteria above. Scoresheets will be filled out privately, will be collected and then added. The Oshkosh Chamber member with the most points out of the total 120 will be selected to be in the Oshkosh Chamber Member Spotlight that coming month.