

# WELCOME PACKET

Here's everything you need to know about working  
with our team.

[www.BoulderCityChamber.com](http://www.BoulderCityChamber.com)



# HI! IT'S NICE TO MEET YOU.

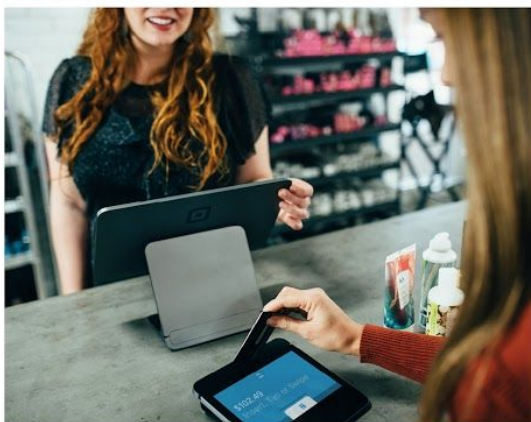
We're so excited to work together!

It is our mission to be sure that our members' products and services are promoted successfully. We do this by providing a team of member assistants to document and load the Internet with the products and service groups you offer.

Every month you will receive a detailed report on how your publishing system is working. You will also see feedback on what people seem to like the most that you offer. This information can help you decide what area of your offerings you might want to expand upon. You will also see a conservative membership return on investment calculation proving the value of membership.

Once your catalog and mobile application is completed, you may continue to work with your member assistant at no charge in order to expand your online product and services presence. You can also choose to directly manage your own displays if you wish while still having access to your support center.

Those who would like to sell online may apply pricing so people may check-out. As a member, there will be no commissions charged and it works great as part of a buy local, or delivery program.



# INCLUDED SERVICES

We have outlined our most popular services below.



## ONBOARDING SERVICE

A Member Assistant will do all the work of setting up your product and services displays so that you can focus on what's important - running your business.



## ON-DEMAND MEMBER ASSISTANT

Our objective is to leverage the network to promote your business and setup the appropriate product and service displays to enhance your business.



## MONTHLY ADVERTISING REPORTS

A detailed monthly report will be sent every month to share progress and membership return on investment.



## TECHNOLOGY FEATURES

Add additional digital displays using your photos, or we license at no cost to you.



## GOOGLE MY BUSINESS

Register your business to become verified on Google. Your business profile will appear when people search for your business via Google Search and Maps.

*For more information, visit [www.docu.team](http://www.docu.team)*

# INCLUDED TECHNOLOGY

Here's everything that's included with your membership.



## ACCOUNT DASHBOARD

Manage membership information, the landing page, & involvement.



## COMMUNITY POSTINGS

Post in the community calendar, daily deals, newsletter, & press releases.



## LANDING PAGE

Share information about your business and its products or services.



## DIGITAL DISPLAYS

Expand your information when sharing your business via a texting keyword.



## MEMBER ASSISTANT

Documenting your business for the community and for internet searches.



## LOCAL GOLDEN TICKETS

Digital coupons expand your marketing and incite people to try your business.



## POCKET ASSISTANT APP

Your own marketing assistant that you can communicate via text.



## REVIEW MY BUSINESS

Request people to quickly review your business directly on Google.



## GOOGLE MY BUSINESS

Create and update your business profile so you can bring customers in.



## EXCLUSIVE TEXTING CHANNEL GUIDE

Share information about your business and its products or services.



## MARKETING SUPPORT

Request an edit to a digital display, activate review link, update, or change a keyword.

For more information, visit [www.docu.team](http://www.docu.team)



# MEMBER ASSISTANT

The importance of having a Membership Assistant with DocuTeam

We understand that life gets busy or that technology just isn't your thing or it's hard knowing what kind of information should be added to your marketing landing page. **Don't worry we can help.**

Actually, we'll do more than just help. One of our Member Assistants will do the work for you.

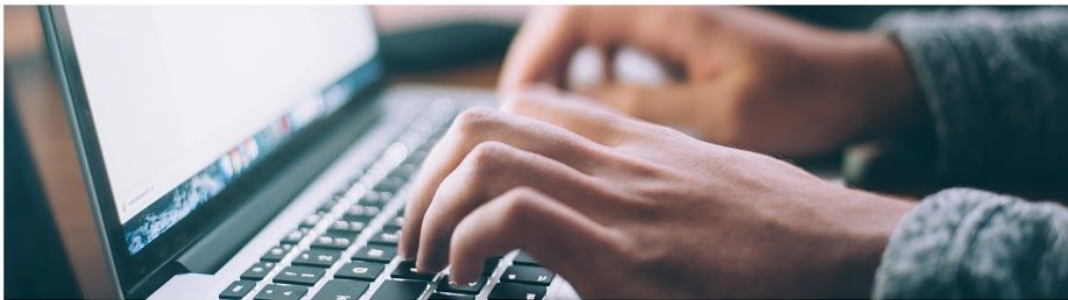
*\*This service is free when your organization has this program implemented in your area.*

**Our goal as a team of Member Assistants is to be sure that your business is documented for internet search within the community where you reside and beyond.**

If your organization offers the traditional membership program then our team will create a marketing landing page for your business.

If your organization has invested in our expanded program for its members, then your Marketing Landing Page page will be extended to include a product and services catalog. We will create these extensions for you and provide continuous support updating the marketing landing pages and catalogs.

You will also receive a very nice mobile web app, a keyword text prospecting system, reporting, and even a conservative monthly cash value report that clearly shows a return on your membership investment.



*For more information, visit [www.docu.team](http://www.docu.team)*

**WE'RE SO EXCITED TO WORK TOGETHER!**

And we can't wait to get started!



**DOCu.TEAM**

Powered by DocUteam

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