

**BNI**

New Member Ribbon

Welcome to BNI Atlanta

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, so we have a New Member Webinar Mondays at 9:30 am. 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. During this webinar our team will help you select a date and plan for the event. We will also answer any questions you may have about your BNI membership.

How it Works

1. Go to bniatl.com and register for the **New Member Webinar** in the “**Calendar**” menu.
2. Together we will pick a date 2-3 weeks from your participation in the New Member Webinar.
3. Use the **Ribbon Cutting Planning Worksheet** on the next page to come up with your guest list.
4. We will coach you on how to invite and where to register your guests for the event.

**BNI****BNI ATLANTA**

GA NW, GA NE, GA South

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www.bniatl.com

Ribbon Cutting Planning Worksheet



1

Five Clients	C	R

2

Five Family or Friends	C	R

3

Five Vendors	C	R

4

Five Prospects	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 I was accepted as a new member for a closed networking group as the (profession). They are having my ribbon cutting ceremony and I’d like to have some friendly faces in the room to support me. Can you attend on (day at ____)?

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.”

Once they say yes – if they are in a “business” here is a script for an additional guest: “if there is someone in business you’d like to bring with you let me know so I can register them too!”

Remember to register your guest for the meeting.

1. Login to BNI Connect®
2. Click on **Operations > Chapter**
3. Click “**Manage Visitors**”
4. Click “**Register a Prospective Visitor**”
5. Fill in the form and click “**Submit**”

Please email this completed form to:

