



## Business Profile Guidelines

Members are encouraged to submit a 225-word business profile. Profiles will be published in the Edison Chamber of Commerce monthly newsletter and in other media when appropriate. Members are requested to follow these guidelines providing information in priority order. Limit your copy to 225 words.

### PICTURE and COMPANY LOGO

The picture can be of the principal(s), partners, staff, building- interior or exterior, company sign. Please include the website address and telephone number; optional –email.

### COMPANY HISTORY

Tell how long the company has been in business and in the Edison area.

Explain the company size using any of the following facts: number of employees, gross sales, total assets, and subsidiaries, etc.

Explain new products and/or service, new divisions or other locations.

### COMPANY SUCCESS/ACCOMPLISHMENTS

Explain the company's philosophy, growth records, awards and recognition, what type of clients/customers desired; what business obstacles were overcome.

What unique about the business?

Tell us how long the Company been an Edison Chamber member and what benefits resulted.

List worthy certifications (ISO, Small Business/Women/Minority owned), etc.

### COMPANY'S COMMUNITY INVOLVEMENT

Explain the employees' volunteerism in the community and what organizations or causes the company supports.

Email to: [bille@edisonchamber.com](mailto:bille@edisonchamber.com)

Submissions will be accepted on a first come, first served basis. Copy is due the first of every month, emailed in word format. Logo and pictures should be emailed separately

We discourage sales promotional copy in the business profile. Members can schedule a company marketing flyer insert in the newsletter for \$175 with a two month notice.

*Lighting the Way for Business*  
336 Raritan Center Parkway, Edison, NJ 08837-3913  
Phone: 732-738-9482 Fax: 732-738-9485  
[www.edisonchamber.com](http://www.edisonchamber.com)