



HOME-BASED BUSINESS CHAMBER OF COMMERCE

Bring Your Business Out of the Closet...Literally!

Why Start a Home-based Business Chamber Chapter?

According to reports, there are hundreds of thousands of home-based business owners and independent entrepreneurs nationally. Due to the current economic situation, that number is growing. Unfortunately, no one really knows about the home-based business owner because it is difficult for customers and vendors to find us.

Starting a chapter in your local area provides an opportunity for home-based businesses and independent entrepreneurs to network, and become visible to potential customers. Association brings credibility. Starting a chapter also gets you in on the ground level of this growing, national organization of unique business owners. Each chapter may operate independently from each other, but must follow the general guidelines of the national organization.

What is Required to Become a HBBC chapter?

The Home-based Business Chamber of Commerce was official established in Memphis, Tennessee in November 2008. The national office, located in Memphis, began to receive inquiries from other home-based business owners who wanted to be a part of the HBBC while the website was literally being set up. When they realized this was a new organization dedicated solely to the support, promotion and regulation of home-based businesses, and that there was no chapter where they lived, they asked about joining and starting one.

It would be great to have HBBC chapters across the country to benefit home-based businesses and independent entrepreneurs, and to become a voice for this industry. Growing chapters will also dispel myths about home-based businesses.

Below are the basic steps to starting a chapter where you are. Remember, the national office will serve as mentor and provide ongoing support of your chapter.

STEP 1: Build a core group of at least 10 members to get started, and become a provisional chapter

Choose 10 committed home-based business owners, including you, who are excited by being part of the HBBC. From this group of 10, choose your core group, or executive committee – president, secretary, and treasurer. Other positions may be selected.

Meet a couple times informally. Each chapter may focus on the needs of your local members, but must adhere to the organizational guidelines established by the national office. When each member has paid their annual dues of \$124 or at least three quarters of \$39 per quarter to become members of the HBBC, the group will become a provisional chapter.

At that point:

- Information about your chapter will be posted on HBBC's Website
- You will be invited to join our bi-monthly conference call with other chapters, a great resource for ideas and solutions
- You will be invited to attend any national conferences and gatherings of the HBBC
- We'll give you a list of prospect businesses who have contacted the HBBC from your area
- A national board member will consult with you via phone or in person

STEP 2: Start building your numbers to reach a sustainable level of at least 40 members within the first year, to become a full chapter

Host local mixers in order to make your community aware of the HBBC. This will also give your members continuous networking opportunities. National HBBC will provide training and development opportunities to local chapter members.

Once you reach this goal:

- HBBC will register the chapter in your state, which is something we do as a non-profit organization for all chapters.
- National HBBC will pay your membership fee to join your city chamber of commerce to take advantage of other networking opportunities.
- We will help you open a bank account for your chapter.
- A HBBC national board member will come to meet with your group.
- Your members may serve on national committees

STEP 3: Continue your growth and work

Once the chapter is up and running and formally affiliated, we ask chapters to aim for at least 80 members. We know that the more members you have, the more impact you have within your community. More than one chapter may establish in the same state, but not within 100 miles or one-hour drive time of each other.

GREAT! Now, Bring Your Business Out of the Closet...Literally!

Answers To Your Most Likely Questions

Why should I affiliate with HBBC nationally? What are the benefits?

Affiliation with the national organization provides support, shared advertising, and credibility. The HBBC is federally determined by the Internal Revenue Service as a 501(c)6, which establishes it as a legal entity. The HBBC is tax-exempt, but not non-profit.

Affiliation also provides national networking opportunities and resources that may be challenging to reach on your own. Marketing and advertising is one of the main obstacles facing home-based businesses and independent entrepreneurs. Affiliation makes those obstacles less challenging.

Many former employees are finding themselves self-employed. The HBBC provides support and training to assist those in properly developing their home-based business. The HBBC offers ideas for business start-ups and provides connections with other businesses. They are able to exchange information with others nationally.

HBBC does the legal and accounting work for chapters and maintains the national website.

Where does the funding come from for my chapter?

Dues are split 60/40 with the local chapter keeping 40% and 60% to the national office. Chapters keep all revenues from their events, workshops, sponsorships, and other fundraising efforts.

How does the national organization spend its money?

The majority of our funding goes towards our website, newsletter, developing new national programs, supporting new members and chapters, outreach and marketing activities, legal, bookkeeping and audit issues.

What are the funding sources for the national organization?

Member dues are the primary source of funding for the HBBC. Other funds are generated from trainings, workshops, and fundraising activities. The HBBC is a non-charitable organization, therefore, very few grant sources are available.

Where do I go for more information?

The HBBC website offers a wealth of information. Links to resources, partners, member listings, and other information is available. However, you can always contact info@homebasedbusinesschamber.com or call 901-205-7262 with any questions you have.

Finally

We hope you are more excited now by the opportunity to become part of this unique organization of business owners!

From the website, click the Contact Us link and provide you contact information. Once your information is received, someone from our office will be in touch within a few days. We can answer additional questions you may have about chapter development.

Again, thank you so much for inquiring about developing a local chapter. Remember, we are here to help you *Bring Your Business Out of the Closet...Literally!*