

Waupaca Area Chamber of Commerce Gift Certificate Program

The Chamber Gift Certificate program is one of the most popular benefits of investing in the Chamber of Commerce. In 2008, gift certificate sales topped \$109,000, which is money that is spent in our community. To ensure the success of this program, please review the following information and share it with all employees who will accept gift certificates.

- ◆ The full amount of the certificate must be used to purchase merchandise or services at one time in one place of business. Never redeem a gift certificate for cash as it would defeat the purpose of the program – to generate local sales.
- ◆ If a customer wishes to redeem a certificate of a large denomination for a small purchase, you may give them cash back; however, we would prefer that you ask them to come to the Chamber office to have the certificate broken down into smaller denominations. This encourages the certificate holder to spend the money within the community.
- ◆ Older certificates that do not have bar codes at the bottom can be brought or sent in to the Chamber office. A check will be immediately issued for the amount of the certificate.
- ◆ Newer certificates that contain bar codes should be included in your daily bank deposit. **Remember to endorse the back of the certificate with your business name.** Chamber staff keeps detailed records of the gift certificates, including tracking where certificates are redeemed.
- ◆ Gift certificates expire two years from the date of issue. Holders of expired certificates may bring them into the Chamber office to be reissued.
- ◆ If you ever have any questions regarding the Chamber gift certificate program, please call our office at 715-258-7343.