

Guidelines for submissions to the business development opportunities feature

*... providing **access** to opportunities*

1. Event must provide opportunity for potential business development for Board of Trade members.
2. All submitted events will be reviewed by management, and will be edited if needed.
3. Submissions must include contact information, web link or email address for referral to more information, and event details (date, time, location, title/purpose).
4. The Board maintains the right to not include an event for any reason, including space limitations. The Board's decision is final.
5. Events excluded from this e-newsletter feature – training, charitable events, awards and call for nominations.

**The St. John's Board of Trade
is a solutions-based organization that:**

advocates on behalf of business to all levels of government;

provides **access** to opportunities; and

assists members on issues affecting business.