



EVERGREEN AREA  
Chamber of Commerce

## How To Submit A Hot Deal On The Evergreen Chamber Website

**Step 1:** Go to [EvergreenChamber.org](http://EvergreenChamber.org) and click “Member Login”. Enter your login info.

*If you need your login information please contact our Operations Team at (303) 674-3412 or [admin@evergreenchamber.org](mailto:admin@evergreenchamber.org).*

**Step 2:** On the left side of the page there will be a menu. Towards the middle of this menu will be a button labeled “Hot Deals”, click it.

**Step 3:** Click the blue “Add Hot Deal” button on the right hand side of the page (under the advertisement).

**Step 4:** Fill out your Hot Deal information and click “Submit For Approval” at the bottom of the page. This will submit the event for approval by our Operations Team. Typically Hot Deals are approved within 48 hours.

