

Ribbon Cutting Request and Questionnaire

Please complete and return to Susan Smith, Business Attraction Manager

susan.smith@covingtonky.gov; 859-292-2321

Please give at least 2 weeks lead time to secure city official's schedule.

Best times are M-TH between 10am - 3 pm.

Contact Information:		Ribbon Cutting Information*:	
Name:		Date:	
Email:		Time:	
Phone:		Location:	
Date request submitted:		*will accommodate if possible	

Business Information:			
Business Name:		Website:	
Business owners' names (please specify who will be present and their titles)		Social media platforms	
Occupational License #		Handles?	
Zoning Permit #			
Purchase or leasing space?			
Was your business located elsewhere before? If so, where?			
# of jobs created?			
Were any City programs, incentives, or initiatives involved in your project? If so, please list:			
Is your business open? If so, what date did it open?			
Is this a reopening? If so, what date did it reopen?			

What is your story? (Please indicate the name of person and title of who responded to questions if different from above as may quote in social media posts and need accurate information. Thank you!)

- 1) What does your business do?

- 2) What would you like the world to know about your business?

- 3) Why did you choose Covington?