

# Scottsdale Chamber Member Posting Guide

## Overview

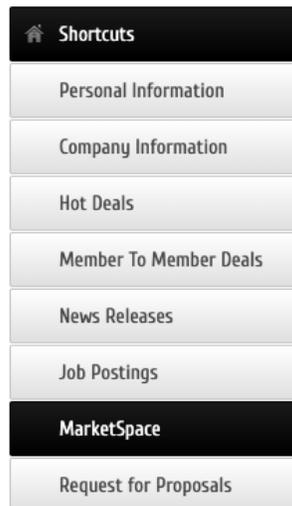
As a member of the Scottsdale Chamber you have the opportunity to market your business to chamber members and consumers visiting the Chamber website by posting business deals on the [Member Marketplace](#), posting your [Job Openings](#), and by posting [Press Releases and Community Events](#).

## How To Begin

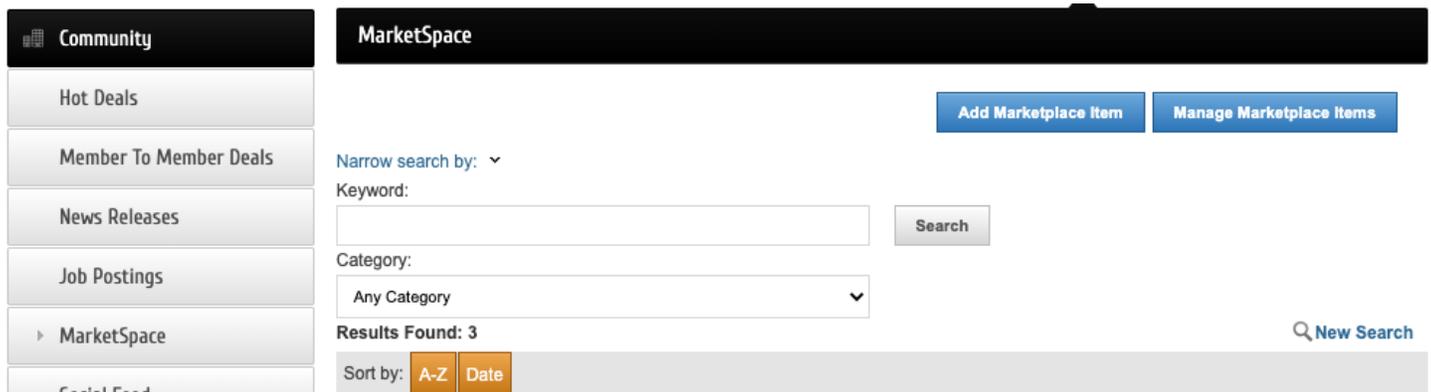
Go to the [Member Login](#) page and enter your Username and Password, which will take you to the Member Information Center.

## Posting an Offer in the Member Marketplace

Under the Shortcuts Menu, select Marketplace.



On the next page, select the blue Add Marketplace button.



*(If you don't see the "Add Marketplace Item" button, contact the Chamber to update your posting level.)*

On the next page, complete the General section.

### General

Title:

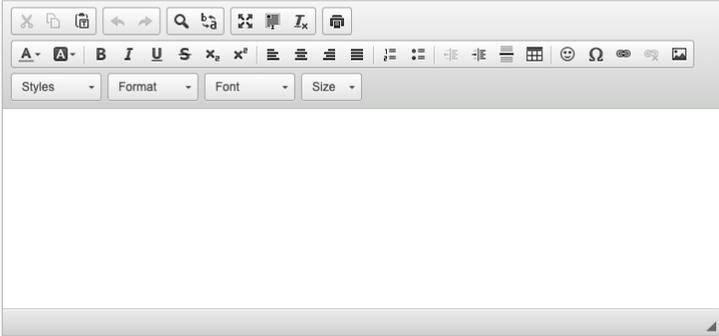
Publish Start Date:  Publish End Date:

Offer Start Date:  Offer End Date:

Then complete the offer details.

### Details

Valid Dates Description: 100 chars remaining.

Description:  


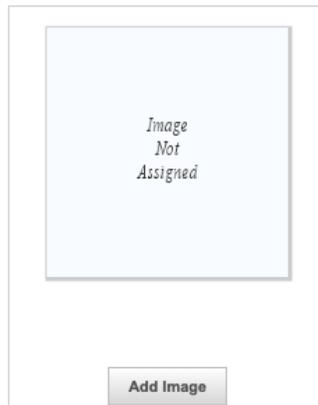
Short Description: 512 chars remaining.

Detail Url:  Offer Url\*:

\* page to be used as an alternate when accessing from public page listing.

Then add your logo.

### Search Results Logo



Select a category, then hit Submit for Approval

### Categories

[edit categories](#)

- None Selected -

Save as Draft

Cancel

Submit for Approval

Your submission will be reviewed, approved, and posted to the site ASAP.  
Your posting will also appear in the Member Events email that goes to our membership each Monday.

## Questions about Member Marketplace postings?

Contact the Chamber at:

[info@scottsdalechamber.com](mailto:info@scottsdalechamber.com)

480-355-2700