Member Profile Instructions How to Add a Discount Coupon



- 1. Log-in to your Member profile
- 2. Locate the "Additional Resources" drop-down menu



Log-in Credentials

How to Obtain Member Log-in Credentials

Email info@missoulachamber.com or call (406) 303-8761 for Member log-in credentials.

Log-In to Your Business Profile

Your Chamber log-in credentials are: Username (Membership ID#): On Invoice Password (Last 4 digits of Main Phone #): XXXX

View Coupons and Discounts Coupons NEW COUPON

You have no active coupons. Click on "New Coupon" button to add a coupon.

5. Complete the "Add Coupon" form. Remember to designate if you want this to be a "Member's Only" coupon or a "General" public coupon in "Coupon Type"

6. Save the form.

7. Once your coupon is submitted, the Chamber will recieve an automated email that it is ready for approval. Once we approve the coupon, it will be uploaded to the website.

	Online Coupons Information
Coupon Type	Select Coupon Type
Offer Title	Enter what you're offering. For example, "201 on your first order" or "\$25 off all orders of \$100 or more."
Description Of Offer	Briefly describe your product or service. Also include any limitations, such as "One coupon per customer per visit" or "Not valid on holidays."
	Å
Price (if any)	Use only if you have a special price that's specific for the item you're promoting. Most members will leave this blank - it will not appear on your coupon.
	0.00
Coupon Offer Expires	Enter the date your coupon expires, if any. This date will appear on the coupon Wednesday, November 22, 2023
URL Link	Enter the web address you would like linked to from the coupon. This can be your home page or a special "landing page" you set up on your
	site like www.mydomain.com/specialoffer.htm. Be sure to include the complete address.
	www.missoulachamber.com
Display Name	Enter the company name to appear on the coupon.
	Missoula Area Chamber of Commerce
Email Contact	Enter an email address for the coupon. Note: this address will appear on the coupon. If you do not want to expose your email address, leave
	this field blank.
	info@missoulachamber.com
Contact Phone	Enter the phone number to appear on the coupon.
	(406) 543-6623

Please call the Missoula Chamber if you have questions at 406-543-6623