



May 19, 2016

Name  
Address  
City

Re: The Chamber of Commerce 2016 Bicentennial Time Capsule Project

Dear Chamber Member,

Your Chamber of Commerce membership provides you many benefits, but none as unique as the ability to preserve your business or organization's personality and communicate directly to the citizens of Montgomery County as they will be in the year 2116. At a recent Chamber board meeting, we discussed how difficult it is to gather and collect the information needed to reassemble a picture of Crawfordsville, its neighboring towns, and Montgomery County as a whole during our State's Centennial celebration in 1916. We have historical information on some businesses, their owners and families, but much of this information was never collected or lost over time. We want our Bicentennial to be different.

The year 2016 is being documented and preserved for generations to come. We have begun a photographic survey of selected buildings, streets, events, and wildlife of Montgomery County. 400 selected photos all taken in 2016 will be preserved in our time capsule. The day-to-day news items including political, social, economic, and recreational activities representing our progress from January 1<sup>st</sup> through December 31<sup>st</sup> of 2016 are being, at this minute, collected and condensed into a narrative for inclusion in our time capsule. Yet, the most exciting part of this 100 year preservation effort is:

**We need to include you**, your business or organization to make our collection complete. All Chamber of Commerce members have, at no cost, up to two full 8 ½" x 11" pages of information, descriptions, histories and photos to add to our time capsule. Since this time capsule will be buried in the ground for 100 years, it is important that all paper be of special archival character insuring its survival. The documents we collect from you will need to be in digital form (Microsoft Word, Digital Photos, etc.) so that we can print your submission on this special paper. I am including a copy of the document I prepared on my business, McCormick-Metsker Agency, to demonstrate what your document could look like.

Now is a good time to start thinking about what information you want to submit. I recommend that you present a complete picture of who you are today in the year 2016, and also devote some space to a brief history of your organization so tomorrow's citizens will know how you became what you are. Photos speak a thousand words. Add photos of your business and employees. Imagine what they'll say about today's hairstyles 100 years from now. We are recruiting volunteers to assist those businesses in completing their documents if they need help.

**Another reason to submit your document** is that the Chamber of Commerce will have access to your complete and updated information. Imagine a new business client coming to Crawfordsville and asking the Chamber of Commerce for information on Real Estate firms, Attorneys, or product suppliers. Once we have your submission document on file, we can provide copies to your new prospective clients. Think of this document also as a marketing flyer for your business or organization.

The easiest way to submit your completed document to the Chamber is to E-Mail the document in electronic format (Microsoft Word, E-Mail text with photo attachments, or similar) to Anne Shaw at: [Anne.Shaw@CrawfordsvilleChamber.com](mailto:Anne.Shaw@CrawfordsvilleChamber.com)

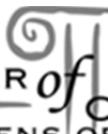
This is a long overdue project, but what a great year and excuse to complete it. It is very ambitious and will take hundreds of people hours to bring it all together. We look forward to your participation and support.

Sincerely,



Tim McCormick  
Chamber of Commerce Time Capsule Committee

Committee members: Dian Moore, Judi Kleine, Kat Burkhart, Helen Hudson, and Dave Peach

  
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