



# Quick Start Guide

for Event Hosts and Community Planners

**Thank you** for your interest in hosting an event as part of the celebration of Manufacturing Day in North America. You will join thousands of others across the continent to show the public what you manufacture and how, the good jobs you offer, and the benefits you provide to your community and the nation.

## Plan Your Event

Follow advice found in the resource section of this website

## Get Started (follow the links below)

**1 Register Your Event on the Official Calendar**  
Create your host login and enter event details

**2 Decide Who You Will Invite**  
Invite schools, colleges, elected officials, customers, suppliers, business partners

**3 Promote Your Event**  
Use social media, press releases, personal calls

**4 October 7, 2016**  
or whatever day you choose in October  
**Celebrate Manufacturing Day**

#MFGDAY16

[www.mfgday.com](http://www.mfgday.com)

Co-produced by:

