



Work Ready Business Commitment Procedures

Company Representative Responsibilities:

1. Review the commitment document and check all boxes that reflect the level of commitment from your company.
2. Complete the following sections at the bottom of **two (2)** copies of the business commitment form:
 - Company Name
 - County (Whitfield)
 - Your name (printed)
 - Your Signature
 - Date
 - Your Title
3. Mail both copies of the form to the Dalton-Whitfield Chamber of Commerce at the address below. Please be sure to include your return address along with the documents. Once signed by the Whitfield County Workforce Development Team Leader, a fully executed copy will be returned to you.

Dalton-Whitfield Chamber of Commerce
Georgia Work Ready Program
890 College Drive
Dalton, GA 30720

Whitfield County Workforce Development Team Leader Responsibilities:

1. Upon receipt of two fully executed original commitment forms, the Team Leader will complete the following sections of both copies of the form:
 - Team Leader Name
 - Team Leader Signature
 - Date
2. The Team Leader or Chamber representative will then mail a fully executed original back to the Company Representative along with a packet of Georgia Work Ready resource materials (i.e. window clings, posters, etc.).
3. Companies that request to have their name listed on the Chamber website will then be listed as a company that supports Work Ready.