



Historic Valley Junction Foundation Business Information Update Form

Return this form to 137 5th Street, West Des Moines, IA 50265 or e-mail to director@valleyjunction.com

Business Name: _____

Street Address: _____

City, State, Zip: _____

Business Phone: (____) _____ - _____ **Email:** _____

Website: _____

Business hours: Mon. ____ - ____ Tue. ____ - ____ Wed. ____ - ____ Thur. ____ - ____
 Fri. ____ - ____ Sat. ____ - ____ Sun. ____ - ____

Please mark the appropriate category for your business

Antiques & Vintage Art galleries/framing Clothing and Jewelry Crafts & Hobbies
 Food & Beverage Furniture & Home Gifts & Collectibles Hair & Body
 Services Specialty Store

Economic information

Number of full-time employees: _____ Number of part time employees: _____

If your employee count varies seasonally, please estimate an average over the course of the year

Owner Information

	Main Contact	Backup Contact
Name*		
Title*		
Contact phone*		
Email address		

**Name, title and contact phone will be shared with our local police/fire dispatch in case they need to contact you in the event of an emergency at your business.*

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Business anniversaries (optional, but we like to know – be as specific as you can)

Date we opened in Valley Junction ___/___/___ Date business was founded (if different) ___/___/___

About my business

Describe your business. We reserve the right to edit for length and clarity.

Things that you can find here

We encourage you to name your 3-6 most popular products or categories of products.

Photographs

The Historic Valley Junction Foundation asks that you submit 3-5 images of your business for our online directory. You may email photographs to director@valleyjunction.com.