Small Business Information Center (SBIC)

Economic Development Department

Corporate Square • 7402 N. 56th Street • Building 400, Suite 425
Tampa, FL 33617 • (813) 914-4028
https://sbic.hillsboroughcounty.org

OCTOBER 2009

MONDAY 8:30AM-5:00PM	TUESDAY 8:30AM-5:00PM	WEDNESDAY 8:30AM-5:00PM	THURSDAY 8:30AM-5:00PM	FRIDAY 8:30AM-NOON	SATURDAY By appt. only
WORKSHOP SPACE IS LIMITED *Pre-register and arrive 15 minutes before starting time.*	**Highlighted workshops indicate workshops that are held in the community.**		**1**	**2**	**3** *Palm River Area Business KIT* *10am – 5pm** ***Free*** **There is a 15 minute break for lunch. We suggest bringing your lunch so you can eat during the workshop.*
5 *West Tampa Area Business Start-Up Series* *Part 1 of 4* *10am – Noon* ***Free***	**6**	**7** *Business Plan Series* *Part V* *9am – Noon* ***Free***	**8** *Como Empezar un Negocio* *10am - Noon* ***Free***	**9**	**10** *SCORE Going Into Business* *9am - Noon* ***$35***
12 *West Tampa Area Business Start-Up Series* *Part 2 of 4* *10am – Noon* ***Free***	**13** *Brandon Area Smart Start* *10am - Noon* ***Free***	**14**	**15** *East Tampa Area Smart Start Your Business* *10am – Noon* ***Free***	**16**	**17** *SCORE Preparing Your Business Plan* *9am - Noon* ***$35***
19 *West Tampa Area Business Start-Up Series* *Part 3 of 4* *10am – Noon* ***Free***	**20**	**21**	**22**	**23**	**24** *SCORE Going Into Business* *9am - Noon* ***$35***
26 *West Tampa Area Business Start-Up Series* *Part 4 of 4* *10am – Noon* ***Free***	**27**	**28** *USF Area Growing Your Business* *9am – 4pm* ***Free***	**29** *Opciones para financiar su negocio* *3:30 – 5:30pm* ***Free***	**30**	**31** *SCORE Sales and Marketing* *9am - Noon* ***$35***

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September and October 2009

WORKSHOP DESCRIPTIONS

THE FOLLOWING ARE DESCRIPTIONS OF THE WORKSHOPS THAT ARE OFFERED THROUGH THE SBIC. IF YOU HAVE ANY QUESTIONS OR WISH TO REGISTER FOR A WORKSHOP GO TO https://sbic.hillsboroughcounty.org OR CALL (813) 914-4028, OPTION #4.

Business KIT - Know It Today – All Business, All Day. This workshop is focused on starting a new business. See other side for more details.

Business Plan Series – At the conclusion of this 5-part series, you will have all the necessary components to create your business plan. Your completed plan will be reviewed by appointment and a certificate of completion will be issued.

Business Start Up Series – This four-part series is a step-by-step program for starting your business, making money and achieving your goals.

Changing a Lender's "No" to a "Yes" – Learn what a lender looks for and how to overcome obstacles to obtain a business loan. Learn a lender's viewpoint and approach to the "5 Cs of Credit."

Como Empezar un Negocio – Infórmese sobre el proceso a seguir, las entidades legales a escoger y los documentos requeridos al momento de empezar su negocio.

Going into Business –This workshop provides general information on licenses, legal entities, zoning issues, marketing and financing options

Growing Your Business – This workshop is focused on existing businesses. See other side for more details.

Opciones para financiar su negocio – Usted evaluara correctamente las necesidades economicas de su negocio y obtendra informacion sobre fuentes de capital para su financiar su empresa.

Preparing Your Business Plan – Every business should start with a plan. Learn how to develop the basics of a Business Plan.

Sales and Marketing – Learn how to improve your new or existing business with effective sales and marketing.

Smart Start Your Business - This workshop provides general information on mandatory licenses, legal entities, zoning issues, marketing, grant availability and financing options.

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ROAD SHOWS

The following is a list of workshops that will be held in the community and <u>NOT HELD AT THE SBIC OFFICE.</u> Please check the calendar for dates, titles and times of workshops. To register for workshops go to <u>https://sbic.hillsboroughcounty.org</u> or call (813) 914-4028, Option #4.

<u>All Business, All Day</u>

<u>Business KIT* Workshop</u>
****Know It Today***

You will learn the basics for starting your own small, minority or women-owned business. The following topics will be covered: Smart Start Your Business, Preparing a Business Plan, SBA Programs, Loans and Financing, Managing Your Money, Marketing, IRS Regulations and Grant Availability.

<u>Plant City Area: September 19 – 10am – 5pm</u>
Bruton Memorial Library
302 W McLendon Street, Plant City 33563

<u>Palm River Area: October 3 – 10am – 5pm</u>
78th Street Community Library
7625 Palm River Road, Tampa 33619

<u>Growing Your Business Workshop</u>

The focus is expanding and enhancing your existing business. The following topics will be covered: Business Regulations; Business Plan Development; Bookkeeping and Business Budgeting; Understanding Personalities; Finding Money and Grant Availability; Advertising and Marketing, as well as Small, Minority and Women-owned Business Technical and Financial Assistance.

<u>Brandon Area: September 8 – 9:30am – 4:30pm</u>
Greater Brandon Chamber of Commerce
330 Pauls Drive, Suite 100, Brandon 33511

<u>USF Area: October 28 – 9am – 4pm</u>
University Area Community Center
14013 N 22nd Street, Tampa 33613

<u>ADDITIONAL WORKSHOPS</u>

<u>Brandon Area – *Greater Brandon Chamber of Commerce*</u>
330 Pauls Drive, Suite 100, Brandon 33511
October 13 – 10am – Noon: *Smart Start Your Business*

<u>East Tampa Area – *College Hill Branch Library*</u>
2607 E. Dr. MLK, Jr. Blvd., Tampa 33610
October 15 – 10am – Noon: *Smart Start Your Business*

<u>USF Research Park – *USF Connect*</u>
3802 Spectrum Boulevard, Suite 100, Tampa 33612
September 22 – 10am - Noon: *Changing a Lender's "No" to a Yes"*

<u>West Tampa Area – *West Tampa Public Library*</u>
2312 W. Union Street, Tampa 33607
October 5 – 10am – Noon: *Business Start-Up Series I*
October 12 – 10am – Noon: *Business Start-Up Series II*
October 19 – 10am – Noon: *Business Start-Up Series III*
October 26 – 10am – Noon: *Business Start-Up Series IV*