



DEL PASO BUSINESS INFORMATION CENTER

925 DEL PASO BLVD.
SACRAMENTO, CA 95815
HOURS: 8:30AM TO 4:00PM
916-263-3800



2008	WORKSHOP
August 7 9am-12pm Cost: FREE To register call 635-9085, or online at sacscore.org	SCORE - Budgeting 101 <i>(Presented by SCORE)</i> <ul style="list-style-type: none"> • Does your business generate enough cash to operate & pay yourself? • Do you have enough money to expand or start your business? • Are your product or service margins adequate to make enough money? • Do you know your daily break-even sales amounts by sales mix? <i>Bonus: receive a Free budget tool to prepare your own budget.</i>
August 13 9am-11am NO FEE To register call: 263-3800	SBA - Small Business Financing <i>(presented by SBA)</i> <ul style="list-style-type: none"> • Develop a financial plan • Determine cash flow projections • Develop balance sheets, financial statements • Determine your monthly financial needs • Receive a business loan
August 15 9am-1pm Cost: FREE To register call 635-9085, or online at sacscore.org	SCORE - Managing Your Small Business <i>(Presented by SCORE)</i> The long-term success of your business depends upon your management skills. Do you have all of the decision-making, planning, analytical, people/personnel, and time management skills that are the prerequisites for success? This workshop will review all of these skills and concentrate on the ones identified by you. You will find our explanations and examples are tailored to you - the small business owner. The focus of this workshop is on practical application and "how to", not theory.
August 26 9am-12pm Cost: FREE To register call 635-9085, or online at sacscore.org	SCORE – The Business Concept <i>(Presented by SCORE)</i> The first question you will be asked, "Can we see your business plan?" This workshop will get you started on your business plan and explain how to prepare one. You will also learn how to: translate your business idea into a strategic plan, refine product offerings into saleable solutions, and maximize your competitive advantage.
September 10 9am-1:30pm NO FEE <i>To register call: (866) 873-6083, or go to www.edd.ca.gov/taxsem</i>	EDD - Federal/State Basic Payroll Tax Seminar <i>(Presented by EDD/ IRS)</i> <ul style="list-style-type: none"> • California payroll reporting requirements: forms, employer obligations, reporting, and payment requirements • Independent contractor reporting requirements • Electronic filing and payment requirements and options • Federal payroll reporting requirements: Forms 940, 941, 1099, W-2, W-4, W-9, and alternative filing
September 11 9am-11am NO FEE To register call: 263-3800	SBA - Small Business Financing <i>(presented by SBA)</i> <ul style="list-style-type: none"> • Develop a financial plan • Determine cash flow projections • Develop balance sheets, financial statements • Determine your monthly financial needs • Receive a business loan
October 2 9am-12pm Cost: FREE To register call 635-9085, or online at sacscore.org	SCORE – Keys to a Profitable Business - Budgeting <i>(Presented by SCORE)</i> The most important question you'll always be asked is, "How will you make money?" Be sure you know the right answers. Taught by experienced professionals, this workshop will prepare you with the answers. Learn how to prepare a Balance Sheet, Income Statement, Cash Flow, and Break-even Analysis. Learn critical steps to pricing your products or services, and simple methods to easily create a profit. You will receive a free Excel template to easily create your own financial statements.
October 6 9am-12pm Cost: FREE To register call 635-9085, or online at sacscore.org	SCORE - Pre-business Orientation <i>(Presented by SCORE)</i> Our most popular offering and it is free. Find out if owning a business is for you. This workshop is a must for anyone wanting to start a business. It provides a business overview and covers topics such as: the demands of ownership, why businesses fail, false precepts of starting a business, hiring, business structures, finding money, permits and licensing, and finding resources.
October 8 9am – 11am NO FEE To register call: 263-3800	BERC - Restaurant & Retail Food Business Permit Requirements – <i>(presented by Business Environmental Resource Center)</i> Are you thinking about starting a food business? This workshop will inform you about: <ul style="list-style-type: none"> • Permit Requirements • How to avoid costly delays when starting a food service enterprise • Retail food sales requirements • Health & Safety requirements for food service enterprises

<p>October 21 9am-1pm Cost: FREE To register call 635-9085, or online at sacscore.org</p>	<p>SCORE - Managing Your Small Business <i>(Presented by SCORE)</i> The long-term success of your business depends upon your management skills. Do you have all of the decision-making, planning, analytical, people/personnel, and time management skills that are the prerequisites for success? This workshop will review all of these skills and concentrate on the ones identified by you. You will find our explanations and examples are tailored to you - the small business owner. The focus of this workshop is on practical application and "how to", not theory.</p>
<p>October 23 9am-2pm NO FEE <i>To register call: (866) 873-6083, or go to www.edd.ca.gov/taxsem</i></p>	<p>EDD - Employee or Independent Contractor <i>(Presented by EDD)</i></p> <ul style="list-style-type: none"> • Factors that make a worker an employee • Basics of statutory employment • Independent contractor reporting requirements • How to get help
<p>October 28 9am - 12pm Cost: FREE To register call 635-9085, or online at sacscore.org</p>	<p>SCORE – Dollars and Sense Marketing <i>(Presented by SCORE)</i> If the first question is "Can we see your business plan?" then the second question is "How will you market your product?" In marketing strategy; find, reach, and service customers; and identify target markets. Understand competitive analysis, and the ins and outs of Internet marketing.</p>
<p>November 6 9am-12Noon NO FEE <i>To register call 263-3800</i></p>	<p>Sac County - Doing Business with the County of Sacramento <i>(Presented by Sacramento County Contract & Purchasing Services Division)</i> Successful Proposal Development; successfully responding to a Bid; how to promote your business to the right Sacramento County Department; information on the County's procurement opportunities program; Small Business Outreach and Education Program and Preferences.</p>