MI-sbtdc™
MICHIGAN SMALL BUSINESS & TECHNOLOGY DEVELOPMENT CENTER™

MACOMB COUNTY
SMALL BUSINESS & TECHNOLOGY DEVELOPMENT CENTER

1 SOUTH MAIN STREET—7TH FLOOR, MOUNT CLEMENS, MI 48043 ~ PHONE: 586-469-5118
www.misbtdc.org/region10 ~ www.MacombBusiness.com

2011 Scheduled Events

ALL SEMINARS ARE FREE BUT REGISTRATION IS REQUIRED

Visit www.misbtdc.org *(follow training links to Macomb/St. Clair)* to register online or call us at 586-469-5118.
Seminar are held from 9:00 am to 12:00 pm (unless noted)

Entrepreneurial Series: Fundamentals of Starting a Business

This seminar focuses on individuals who are considering self-employment or are in the beginning stages of starting their own small business. Topics include an overview of the steps, challenges and rewards of business ownership and the resources available to help launch new ventures in Michigan.

01/12/11	Wed	Mt. Clemens
02/09/11	Wed	Clinton Twp.
03/09/11	Wed	Mt. Clemens
04/06/11	Wed	Clinton Twp.
05/04/11	Wed	Mt. Clemens
06/08/11	Wed	Clinton Twp.
07/13/11	Wed	Mt. Clemens
08/10/11	Wed	Clinton Twp.
09/07/11	Wed	Mt. Clemens
10/05/11	Wed	Clinton Twp.
11/02/11	Wed	Mt. Clemens
12/07/11	Wed	Clinton Twp.

Entrepreneurial Series: Fundamentals of Business Legal Issues

Designed to guide prospective business owners in selecting the legal structure that will best meet the legal and accounting needs of their small business. Key legal, tax and non-tax issues are discussed relative to the legal entities available in Michigan.

01/19/11	Wed	Mt. Clemens
03/23/11	Wed	Mt. Clemens
05/11/11	Wed	Mt. Clemens
07/20/11	Wed	Mt. Clemens
09/21/11	Wed	Mt. Clemens
11/09/11	Wed	Mt. Clemens

Presented by:

John T. Carter, Esq.

And

Lori K. Bianco, CPA

Carter & Affiliates, P.C.
A Legal Services Company

Entrepreneurial Series: Fundamentals of Writing a Business Plan

Whether your business is in the planning stages or well established this seminar will provide insight into creating a successful "map" or business plan. The basics of financial planning, marketing, sales, inventory, and operations are covered from the unique perspective of the small business owner.

02/16/11	Wed	Mt. Clemens
04/13/11	Wed	Mt. Clemens
06/15/11	Wed	Mt. Clemens
08/17/11	Wed	Mt. Clemens
10/19/11	Wed	Mt. Clemens
12/14/11	Wed	Mt. Clemens

Entrepreneurial Series: Fundamentals of Marketing Your Business

Designed to present practical applications of marketing concepts. This event covers elemental marketing principals including: Market analysis and research, target marketing, assessing competitors, and key tools for implementing a plan for marketing your products or services.

02/23/11	Wed	Mt. Clemens
04/20/11	Wed	Mt. Clemens
06/22/11	Wed	Mt. Clemens
08/03/11	Wed	Mt. Clemens
10/12/11	Wed	Mt. Clemens
12/07/11	Wed	Mt. Clemens

Seminar Locations

Mt. Clemens: Macomb County Administration Building, 1 S. Main Street, (corner of Cass & Main Street). All seminars will be held in the 9th Floor Conference Room unless otherwise noted.

Clinton Twp: The MI-Works! Office, 43630 Hayes, (between 19 Mile & Hall Road) in the Atrium Center.

Wayne State University Macomb Education Center, located at 16480 Hall Road (between Hayes & Garfield) in Clinton Township.

Find us on Facebook!

Macomb/St. Clair Small Business & Technology Development Center

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MACOMB COUNTY MICHIGAN

www.misbtdc.org/region10

U.S. Small Business Administration SBA Your Small Business Resource

Funded in part through a cooperative agreement with the U.S. Small Business Administration.

MICHIGAN Economic Development Corporation

Reasonable arrangements for persons with disabilities will be made if requested at least two weeks in advance.

Event and seminar dates are subject to change. For additional information on events, or to verify dates listed above, please call (586) 469-5118 or check our website www.misbtdc.org/Macomb/St. Clair. (Revised December 22, 2010)

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Small Business Tax Seminars

How to Report Small Business Income & Expenses
Topics include: Reporting Income, Expenses (transportation, insurance, entertainment, etc.), Depreciation, files and records.
08/24/11 Wed Mt. Clemens

Employees & Taxes: What You Need to Know
Topics include: Worker Classification (Employee vs. Independent Contractor), Information Returns, (940, 941, 1099, W-2), Employer's Obligations and Record Keeping.
09/28/11 Wed Mt. Clemens

Tax Information for Sole Proprietors
Topics include: Schedule C, Estimated Taxes, Self-Employment Tax and Record Keeping.
10/26/11 Wed Mt. Clemens

Taxes & Your Home Office
Topics include: Determining Eligibility, Form 8829 Overview and Record Keeping.
11/16/11 Wed Mt. Clemens

Presented by Linda Geary, CPA

THE GEARY GROUP, P.C.
CERTIFIED PUBLIC ACCOUNTANTS AND BUSINESS ADVISORS

Finance—5 Keys to Successful Financial Planning for Small Business

The essentials of financial management, including how to select and start an accounting system and how to apply data from financial statements are discussed. Preparation of the balance sheet, profit & loss statement, cash flow analysis and the breakeven analysis are explained.

01/05/11	Wed	Mt. Clemens
03/30/11	Wed	Mt. Clemens
05/18/11	Wed	Mt. Clemens
07/27/11	Wed	Mt. Clemens
09/14/11	Wed	Mt. Clemens
11/10/11	Thurs	Mt. Clemens

SBA Forum on Commercial Lending

Learn how lenders analyze your loan request, and what they look for in a credit application. Meet with bankers, SBA loan officers and small business consultants to discuss your financing needs. You must know how much money you need to borrow. A completed business plan is highly recommended. Contact our office at 586-469-5118 to meet with a business counselor prior to registering for this event.

01/27/11	Thurs	Mt. Clemens
04/21/11	Thurs	Mt. Clemens
07/28/11	Thurs	Mt. Clemens
10/27/11	Thurs	Mt. Clemens

(The SBA Forum is held in the 8th Floor Conference Room.)

Seminar Locations

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