

BUSINESS EDUCATION WORKSHOPS

• MARCH 2009 •

Date

3/4 *READY FOR CITY INSPECTORS?

3:00 pm to 4:30 pm

Presented by the City of Chicago

Your business needs to pass inspection to operate or to obtain a City business license. Learn from City inspectors important information to help prepare your business for inspection. Know the do's and don'ts, ask questions and get answers.

3/6 HOW TO FINANCE YOUR BUSINESS

9:30 am to 11:00 am

Presented by Highland Community Bank

Having trouble obtaining a business loan? Know what banks are looking for to finance your loan. Learn how to prepare for a loan and the difference between small business loans, short-term loans and pre-loan qualifications.

HOW TO START YOUR RESTAURANT IN CHICAGO

3/11

3:00 pm to 4:30 pm

Presented by Business Affairs & Consumer Protection and the Illinois Restaurant Association

Learn about the City's licensing process, important inspection requirements and tips to operate successfully. The Illinois Restaurant Association will provide an overview of mandated sanitation and basset certificate requirements and how to join the IRA.

BUSINESS WORKS SEMINAR

3/12 5:30 pm to 9:00 pm

Located at Olive Harvey College—10001 S. Woodlawn, Chicago

Thinking about starting or growing your business? At this business seminar for entrepreneurs you can visit with nearly 30 government agencies providing business resources, network with government and business leaders and attend FREE workshops. Don't miss it!

3/13 NO WORKSHOP SCHEDULED

Due to Thursday's Business Works Seminar

Date

3/18 START YOUR CONCESSION AT O'HARE AIRPORT

2:00 pm to 4:00 am

Presented by Chicago Department of Aviation

O'Hare Airport is one of the busiest airports in the world with 70 million people traveling through yearly. Ever wonder how you can operate a business or a concession at O'Hare? Come and learn about concession opportunities available for your business and the process to get started.

3/20 BUSINESS FORMATION & TRADEMARKS

9:30 am to 11:00 am

Presented by Hazel Espinar

This workshop will address the pros and cons of forming a corporation and the various other types of legal entities. Learn about whether reserving a name for your business with the Secretary of State offers you any trademark protection. Get information about the various kinds of trademarks and the advantages of registering a trademark.

3/25 *HOW TO GET CERTIFIED

1:00 pm to 3:00 pm

DOING BUSINESS WITH THE CITY

3:15 pm to 4:30 pm

Presented by the Department of Procurement Services (DPS)

Are you interested in doing business with or being a certified vendor with the City of Chicago? Don't miss this workshop. Learn about the different types of procurement opportunities as well as the City's contract monitoring and compliance standards.

3/27 WEBSITE CONSIDERATIONS FOR BUSINESS OWNERS

9:30 am to 11:00 am

Presented by SCORE—Counselors to America's Small Business

Does your business have a website? If you are looking to boost your business, keep up with customer demands and business competitors, then you must attend this workshop. Learn the objective of a website and the benefits it provides your business.

*Workshops offered once a month.



All workshops are FREE and are located at the
City of Chicago Department of Business Affairs and Consumer Protection
City Hall, 121 N. LaSalle St., Room 805

Space is limited. Please reserve your attendance by calling 312.744.5344
To learn more about BACP's workshops, visit www.cityofchicago.org/businessaffairs

BACP