

BUSINESS EDUCATION WORKSHOPS

• MARCH 2011 •

Date

3/2

LICENSING, PERMITS & INSPECTIONS 101 *TALK TO CITY INSPECTORS

3:00pm to 4:30pm

Presented by the City of Chicago

To operate a successful business in Chicago you must know the requirements. Talk to inspectors from five City departments who will provide insight to operate safely, stay compliant, help prepare for licensing, permits and inspections, point out the do's and don'ts of operating your business. Don't miss this workshop.

3/4

RESOURCES AVAILABLE TO FINANCE YOUR BUSINESS

9:30am to 11:00am

Presented by the Office of the Illinois State Treasurer's Office

If you are starting a business or expanding your existing business, the State Treasurer's Office has programs that will lower the interest rate on funds you borrow to achieve those goals. This workshop will provide information on several resources and explain the process.

3/9

START YOUR CONCESSION AT O'HARE OR MIDWAY AIRPORT

2:00pm to 4:00pm

Presented by Chicago Department of Aviation

Have you ever wondered how you can operate a business or a concession at the Chicago Airports? Come and learn about concession opportunities for your business and the process to get started.

3/11

SMART PLANNING FOR BUSINESS WITH AN EMPHASIS ON SUCCESSION PLANNING

9:30am to 11:00am

Presented by New York Life Insurance Company

Learn what a business succession plan is and why you need one. Learn the issues surrounding the special problems of closely held businesses and steps for creating an effective plan for your business.

3/16

JOB ORDER CONTRACTING (JOC) INFORMATIONAL WORKSHOP

2:00pm to 4:00pm

Presented by the City of Chicago

This workshop provides a summary of the City's JOC Program; benefits of JOC for prime contractors and subcontractors; how to bid a JOC as a prime contractor and subcontracting opportunities with JOC.

**Workshops offered once a month.*

Date

3/18

HOW TO WRITE AN EFFECTIVE BUSINESS PLAN

9:30am to 11:00am

Presented by Institute for Entrepreneurial Studies - University of Illinois at Chicago

Learn the writing process and mandatory components of a business plan, what bankers and investors are looking for, and useful writing/packaging tips. Also, you will learn some basic techniques on how to use MS Excel to create your business financial projections.

3/23

HOW TO GREEN YOUR BUSINESS

3:00pm to 4:30pm

Presented by Andersonville Development Corporation & eco-Andersonville, Go to Green

Many business owners know there are economic benefits to going green, but they are still looking for concrete steps in order to actually implement such projects. This session will go beyond "just information," to provide meaningful, cost-effective strategies to green your operations and make a lasting impact on your triple bottom line proven to work in the small businesses of Andersonville and beyond. Bring specific green questions to receive assistance from our experts.

3/25

HOW TO OBTAIN AND RENEW YOUR SIDEWALK CAFÉ PERMIT

9:30am to 11:00am

Presented by The Department of Business Affairs & Consumer Protection

Did you know that sidewalk café season starts in March but your application must be submitted a minimum of 30 days before you can operate? This workshop will teach you the rules to operating a sidewalk café and the steps to obtain and renew your permit.

3/30

*HOW TO BECOME CERTIFIED

2:00 to 3:00pm

DOING BUSINESS WITH THE CITY OF CHICAGO

3:15 to 4:30pm

Presented by the Office of Compliance and the Department of Procurement Services (DPS)

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

3/31

BUSINESS WORKS

Come visit us at the Business Works Seminar at Kennedy King College, 6301 S.Halsted on Thursday, March 31st, at 5:30pm



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/bacp

BACP