



Small Business Boot Camp For Start-ups !

Presented by
U.S. Small Business Administration
Georgia District Office

Part I—Start-up Consideration— October 9, 2008

**Tax consideration of Entity Types—Setting up an Accounting System—
Working with an Accountant—Budgeting—Banking—Merchant Accounts**

Part II- Do The Numbers Make Sense? October 16, 2008

**Business Goals—Start-Up Cost—Sales Projections—Staffing Cost & Con-
siderations—Marketing Cost—Understanding Your Financial Statements**

Part III—When Cash is Slow: How to Survive Without a Profit October 30, 2008

Cash crunches are a frequent cause of business failure, while a healthy cash flow lets a business thrive and grow. Any business owner who has fended off calls from unpaid creditors or who has wondered how to meet the next payroll knows the importance of cash flow. Ironically, business success and cash shortages often go together.

Part IV—The Next Level in Business— November 6, 2008

This workshop is designed for businesses that have successfully completed five years in business. They have survived the five year crunch and they are now ready to take their business to the next level. It answers the question of what next? In this power packed session we will discuss expansion plans, contingency plans, succession plans and more.

**Location: Small Business Administration
233 Peachtree Street, N.E., Suite 1900
Peachtree Center - Harris Tower
Atlanta, Georgia 30303
Time: 6:00 pm—8:00 pm**

Presenter: Bernadette Johnson-Hairl, President /CEO of By The Book Accounting

Pre-Registration is required as seating is limited

Online Registration: Go to www.sba.gov/ga. Cursor down to the Spotlight Section—and select “Public Training and Seminars—Register Now!”

FREE ADMISSION

Registration Form — Boot Camp

Please complete the registration form and return it to Charlotte Johnson at:
charlotte.johnson2@sba.gov or fax to 404-331-0101 or telephone: 404-331-0100 ext. 405

Name: _____

Telephone: _____

E-mail Address: _____

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Contact: Charlotte Johnson, Business Development Specialist, at (404) 331-0100, ext. 405.

U.S. Small Business Administration
Georgia District Office
233 Peachtree Street
Harris Tower—Suite 1900
Atlanta, GA 30303
Phone: 404-331-0100
www.sba.gov/ga
Your Small Business Resource

Every day, the U.S. Small Business Administration and its nationwide network of partners help millions of potential and current small business owners start, grow and succeed.

Resources and programs targeting small businesses provide an advantage necessary to help small businesses effectively compete in the marketplace and strengthen the overall U.S. economy.

SBA offers help in the following areas:

- Starting a Business
- Financing a Business
- Growing a Business
- Opportunities in Contracting
- Recovering From Disaster
- A Voice for Small Business in Government

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