

# Kick Start Your Business!

at the Cecil County Public Library Small Business Information Center

## BASICS

Discuss key steps to starting a business.

Register your business name.

Request a business license.

Get an EIN number.

Form your business structure.

Register with the state to pay your business taxes.

Contact regulatory agencies.

## BUSINESS PLAN

Learn how to write a business plan and use library resources to find and research information to put into the plan.

Write first draft of business plan and email to business librarian for review.

Email second draft of business plan for review.

Send to commercial lender and possible investors.

Receive funds to start your business!

## PROGRAMS

Attend a Small Business program at the library.

Get tax questions answered.

Gain skills to use Quickbooks to manage the accounting side of your business.

Create a print and online marketing strategy.

Learn how to apply for a commercial loan.

Learn the types of business insurance you need to stay protected.

## ONLINE LEARNING

Learn new business, creative, and tech skills using Gale Courses or Lynda.com.

Courses are expert led, available 24/7 on computer, phone or tablet.

Topics include: marketing, financing, tax implications, hiring,

management, starting a nonprofit, leadership,

QuickBooks, social media, Microsoft Office, and more.

## NETWORKING OPPORTUNITIES

Get referred to the Cecil Business Resource Partners.

Meet with a Small Business and Technology Development Center counselor and get a mentor.

Enroll at Cecil College and gain new business and computing skills.

Meet with the Susquehanna Workforce Network and find employees.

Join a city or county Chamber.

Visit the Office of Economic Development and learn about local funding programs.

Join the Business Education Partnership Advisory Council and support public schools.

Give back to the community by becoming a Business Benefactor of the Friends of the Library.

# Business Success!

