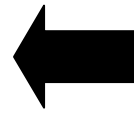


## BROWN BAG PRESENTATIONS And SMALL BUSINESS SEMINARS



**BROWN BAG PRESENTATIONS...** Drop in for FREE presentations that offer you quick-to-learn, quick-to-use business basics over the noon hour. Bring your own lunch and learn from our professional and experienced presenters in a casual classroom environment. **NO registration required for Brown Bag Presentations, but seating is limited!**

**SMALL BUSINESS SEMINARS are in bold.** \*\* The cost for these seminars is \$ 35.00, unless otherwise noted. These costs include GST. Pre-registration is required. Cut off for registrations is noon the day before the session. Cash or Cheque accepted. For more information or to register, contact Community Futures Centre West at: 1-877-603-2329.

**NEW** – Tax Seminar Series presented in cooperation with The Canada Revenue Agency. These sessions are held on Tuesdays, and run from 1:30pm to 3:30pm. **These sessions are FREE, Pre-registration is required. Cut off for registrations is noon the day before the session.** Presentations are held at:

COMMUNITY FUTURES CENTRE WEST  
#6 – 205 First Street East  
Cochrane, Alberta

### SPRING 2010 SCHEDULE

#### FEBRUARY

- 2<sup>nd</sup> Income Tax Basics for Sole Proprietors & Partnerships (1:30pm) FREE
- 4<sup>th</sup> Web Design that Works!
- 4<sup>th</sup> Starting Your Business (6pm) \*\*
- 9<sup>th</sup> Income Tax Basics for the Incorporated Business (1:30pm) FREE
- 10<sup>th</sup> Promotional Strategies: Create Buzz for your Business (1:00pm) \*\*
- 12<sup>th</sup> Integrating Immigrant Employees: Tips for Employers (9am) \*\*
- 18<sup>th</sup> Basic Market Research (6:00pm) \*\*
- 23<sup>rd</sup> GST Seminar (1:30pm) FREE
- 24<sup>th</sup> Record Keeping & Accounting for Small Business (1:00pm) \*\*
- 25<sup>th</sup> Finding Commercial Value Through Innovation

#### MARCH

- 2<sup>nd</sup> Income Tax Basics for Sole Proprietors & Partnerships (1:30pm) FREE
- 3<sup>rd</sup> Starting Your Business (1:00pm) \*\*
- 4<sup>th</sup> Writing for the Web

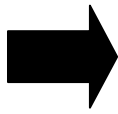
- 4<sup>th</sup> **Becoming an Independent Contractor (6:00pm) FREE**
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- 10<sup>th</sup> **Preparing a Business Plan (1:00pm) \*\***
- 16<sup>th</sup> **Payroll Seminar (1:30pm) FREE**
- 17<sup>th</sup> **Financing Your Business – Are You Ready? (1:00pm) \*\***
- 18<sup>th</sup> **Reaching New Markets – Selling to the Alberta Government**
- 19<sup>th</sup> **Understanding Your Client: The Immigrant Entrepreneur (9:00am) \*\***
- 23<sup>rd</sup> **GST Seminar (1:30pm) FREE**
- 25<sup>th</sup> **Building Business Models That Work**
- 30<sup>th</sup> **E-Services for Business (1:30pm) FREE**
- 31<sup>st</sup> **The 12 Steps of Succession Planning (1:00pm) \*\***

## APRIL

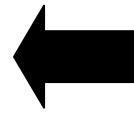
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- 14<sup>th</sup> **Strategies to Improve the Financial Health of Your Business (1:00pm) \*\***
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- 28<sup>th</sup> **Meaningful Retirement for Family Business Succession (1:00pm) \*\***
- 29<sup>th</sup> **Getting Your Business Started (Immigrant Series) (6:00pm) FREE**

## MAY

- 4<sup>th</sup> **Income Tax Basics for Sole Proprietors & Partnerships (1:30pm) FREE**
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- 20<sup>th</sup> **Doing Business with the Government of Canada**
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