

BUSINESS EDUCATION WORKSHOPS

• DECEMBER 2016 • (WEDNESDAYS & FRIDAYS)

Date

12/2

LEARN ABOUT THE SHARED HOUSING ORDINANCE

9:30 to 11:00 a.m.

Presented by the City of Chicago Department of Business Affairs & Consumer Protection (BACP)

Attendees will learn about the Shared Housing Ordinance, the Prohibited Buildings List, licensing and registration requirements, and guidelines for people who want to be a shared housing host.

12/7

*CITY INSPECTIONS – ASK QUESTIONS, GET ANSWERS

3:00 to 4:30 p.m.

Presented by the City of Chicago

To operate a successful business in Chicago you need to know what it takes to maintain compliance. Officials from several City departments will provide insight to operate safely, stay compliant, help prepare for inspections and highlight the do's and don'ts of operating a business.

12/9

HASHTAGGING; WHAT'S A #HASHTAG ANYWAY?

9:30 to 11:00 a.m.

Presented by Business Bragger

Hashtags are a great way to find and communicate with your target audience, if you are using them correctly. In this interactive workshop learn how to find the right hashtags for your business and the etiquette on each platform for effectively using hashtags to expand your brand, engage in the right conversations and track the virality of your social media campaign. Come learn how many to use and when to use them as you create compelling messages that build a strong community for your company.

** Workshop offered once a month.*



/ChiSmallBiz



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/ChicagoBACP

Date

12/14

GET READY FOR INCOME TAX SEASON!

3:00 to 4:30 p.m.

Presented by the City of Chicago Department of Business Affairs & Consumer Protection (BACP)

Tax preparation businesses are required to obtain a license from the Department of Business Affairs and Consumer Protection and to provide specific disclosures to consumers. Learn what your rights are as consumers using the services of a tax prep provider and how to protect yourself from fraud. The workshop will focus on businesses that seek to obtain a license to provide these services, and how businesses can comply with the law.

12/16

SMALL BUSINESS RESOURCES TO HELP YOUR BUSINESS SUCCEED

9:30 to 11:00 a.m.

Presented by The Small Business Administration (SBA)

Come learn about programs, services, and partners to help you start and grow your business. Working with SBA resource partners in Illinois, can help you start, grow and achieve business success.

12/21

BUSINESS LICENSING 101

3:00 to 4:30 p.m.

Presented by the City of Chicago Department of Business Affairs & Consumer Protection (BACP)

Attendees will learn the 3 steps to obtain a business license, and free business resources to start or expand their business.

12/23

NO WORKSHOP DUE TO HOLIDAY

12/28

NO WORKSHOP DUE TO HOLIDAY

12/30

NO WORKSHOP DUE TO HOLIDAY

Happy New Year! The Small Business Center will continue to offer free business workshops in the New Year with many new and existing topics.



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 312-744-2086
or email BACPoutreach@cityofchicago.org

To learn more about BACP's workshops, visit www.cityofchicago.org/businessworkshops

SMALL BUSINESS
★ CENTER ★