

# Entrepreneurial Center

# January – March 2012

# Registration Form

<p>Please register for each seminar or course at least one week before start date.</p> <p>To facilitate networking at the seminar, we would like to hand out a list of the seminar's participants. May we include your name, business name and email address on such a list?</p> <p>( ) Yes      ( ) No</p>	<p>Last Name _____ First Name _____ MI _____</p> <p>Primary Phone (____) _____ ( ) Home ( ) Cell ( ) Work</p> <p>Other Phone (____) _____ ( ) Home ( ) Cell ( ) Work</p> <p>Email _____ ( ) Personal ( ) Work</p> <p>Home Address _____ Town _____ State _____ Zip _____</p> <p>Do you need special physical accommodation? ( ) Yes ( ) No Are you eligible for tuition assistance? See chart. ( ) Yes ( ) No</p>	<p>Do you currently own a business? ( ) Yes ( ) No</p> <p>If yes, type of business: _____ Business Name: _____ Business email _____ Business Address: _____ Town _____ State _____ Zip _____ Website: _____ Month/Year business started _____</p> <p>If no, describe business idea or type: _____</p>
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√	Categories	Title	Day, Date 2012	Time	Cost
	Orientation to EC	<b>Small Business T.I.P.S.:</b> creating a winning business plan	Tu., Feb. 21	6:30 – 8:30 pm	Free
	Orientation to EC	<b>Small Business T.I.P.S.:</b> creating a winning business plan	Wed., Feb. 22	9:30 – 11:30 am	Free
	Orientation to EC	<b>Small Business T.I.P.S.:</b> do it yourself market research	Th., Mar. 15	6:30 – 8:30 pm	Free
	Orientation to EC	<b>Small Business T.I.P.S.:</b> do it yourself market research	Fri., Mar. 16	9:30 – 11:30 am	Free
	Business Start-Up	<b>Business B.A.S.I.C.S.</b> (formerly Is Self-Employment for Me?)	Tu., Jan. 31	6:30 – 9:30 pm	\$45
	Business Start-Up	<b>Business B.A.S.I.C.S.</b>	Fri., Feb. 3	9:30 am–12:30 pm	\$45
	Business Start-Up	<b>Business B.A.S.I.C.S.</b>	Tu., Feb. 7	6:30 – 9:30 pm	\$45
	Business Start-Up	<b>Business B.A.S.I.C.S.</b>	Wed., Feb. 8	9:30 am–12:30 pm	\$45
	Business Start-Up	<b>Business B.A.S.I.C.S.</b>	Sat., Feb. 11	9:30 am–12:30 pm	\$45
	Business Start-Up	<b>Business B.A.S.I.C.S.</b>	Tu., Feb. 14	6:30 – 9:30 pm	\$45
	Business Start-Up	<b>Business B.A.S.I.C.S.</b>	Wed., Feb. 15	9:30 am–12:30 pm	\$45
	Entrepreneurship	<b>Foundations of Business Planning:</b> 13 sessions. Enclose deposit w/ registration. For balance Tuition Assistance available and can be paid in two installments. Book.	Start: Tu., Feb. 28 End: Tu., May 22	6:30 – 9:30 pm	_\$495 Ttl or _\$225 deposit
	Entrepreneurship	<b>Foundations of Business Planning:</b> 13 sessions. Enclose deposit w/ registration. For balance Tuition Assistance available and can be paid in two installments. Book.	Start: Wed., Feb. 29 End: Wed., May 23	9:30 am–12:30 pm	_\$495 Ttl or _\$225 deposit
	Business Building	<b>Women's Business Roundtable:</b> Each group meets monthly.	TBD by group	TBD by group	\$250/yr
	Business Building	<b>Women's Business Leaders Network Dinner:</b> <i>Letters to my Younger Self</i> with Ellyn Spragins. Seminars, keynote, dinner	Th., March 22	4 – 9 pm	TBD
	Cash Management	<b>Financing Your Business: Beyond a Bank Loan</b>	Th., Feb. 16	4:00-6:00 pm	Free
	Cash Management	<b>How to Save Smart by Going Green</b>	Th., Feb. 23	4:00-6:00 pm	Free
	QuickBooks	<b>Fundamentals of Using QuickBooks:</b> 2 sessions, manual	Mon., Jan. 23 & 30	6:30 – 9:30 pm	\$99
	QuickBooks	<b>Company Set-up for Retail or Product Sales</b>	Mon., Feb. 6	6:30 – 9:30 pm	\$125
	QuickBooks	<b>Company Set-up for Consultant or Sale of Service</b>	Tu., Feb 7	6:30 – 9:30 pm	\$125
	QuickBooks	<b>Company Set-up for Salons, Medical, Wellness companies</b>	Mon., Feb. 13	6:30 – 9:30 pm	\$125
	QuickBooks	<b>Company Set-up for Rental Property Management</b>	Tu., Feb. 14	6:30 – 9:30 pm	\$125
	Sales Growth	<b>Building a Winning Sales Culture: Get Jack'd with Jack Daly</b> Special price for EC clients and University of Hartford students.	Wed., Feb. 1	1 – 5 pm	\$25
	Sales Growth	<b>Bartering Basics for a Better Bottom-Line</b>	Th, Feb. 9	4:00-6:00 pm	Free
	Sales Growth	<b>Expanding with Exports. How to get started.</b>	Th., March 1	4:00-6:00 pm	Free
	Gov. Contracting	<b>Construction Industry Bonding and Prevailing Wage</b>	Fri., March 9	9:30 – 12 noon	Free
	Gov. Contracting	<b>Doing Business with State and Municipal Agencies</b>	Th., March 29	1 – 4 pm	Free

<p><b>To register contact us at:</b></p> <p>T: 860.768.5681 F: 860.768.5622 E: Entrectr@hartford.edu <a href="http://www.hartford.edu/ec">www.hartford.edu/ec</a></p> <p>Or complete form and mail with payment to: <b>The Entrepreneurial Center</b> <b>50 Elizabeth Street</b> <b>Hartford, CT 06105</b></p>	<p>Total Payment Enclosed \$ _____ Indicate payment method: ( ) Cash ( ) Check made payable to <b>University of Hartford</b> Credit Card: ( ) MC ( ) VISA ( ) AMEX ( ) Discover</p> <p>Card Number _____ Exp Date ____/____ Security Code on back of card _____</p> <p>Name on card _____ Billing Address for Credit Card _____ _____ Town _____ State _____ Zip _____</p> <p>Signature of Card Holder _____</p>	<p><b>Cancellations:</b> To reschedule or cancel, please call 860.768.5681. No refunds will be made with less than 5 business days' notice of cancellation. If the Entrepreneurial Center cancels a seminar for any reason, only those who pre-registered will be notified. Seminars cancelled due to weather will be rescheduled.</p> <p><b>Confirmation:</b> Registration and payment will be confirmed by e-mail when received. An email reminder with location, directions and other seminar information will be sent at least 3 days prior to start date.</p>
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