

November Seminars

- Kitchener
- Waterloo
- Cambridge
- Starter Company Program
- Small Business Community Network (SBCN)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Oct 30	Oct 31	1 Access to Professionals HR- Kitchener 9:30-11:30 (by referral only) Access to Professionals Accounting Waterloo 9:30-11:30 am (by referral only) Startup Business Basics -Kitchener 10:30-12:00	2	3 Starting a Food Business- Waterloo 9:00am-12:00pm
6	7 Access to Professionals Legal- Waterloo 14:00-16:00 (by referral only)	8 Access to Professionals Accounting- Kitchener 13:00-14:30 (by referral only) Startup Business Basics- Kitchener 14:00-15:30 Starter Company Plus Info Session- Kitchener 15:30-16:30	9 Etsy 101- Cambridge Hotel and Conference Centre- 17:30-20:30 Startup Business Basics Waterloo 10.00-11.30 Starter Company Plus Info Session- Waterloo 11:30-12:30	10
13 Remembrance Day Closed	14 Business Owner Compensation, Accounting Series- Cambridge 9:00-10:30	15 Starter Company Plus Info Session- Kitchener 15:00-16:00 Startup Business Basics- Kitchener 16:30-18:00 SBCN 19:00-21:00 Access to Professionals Etsy Sales & Marketing- Kitchener 17:00-19:00 (by referral only)	16 Legally Speaking Series Employment Law- Kitchener 9:00-10:30 Social Media for Small Business Kitchener 14:00-15:30 Business Plan Coaching Waterloo 10.00-12:00	17
20	21 Startup Business Basics Cambridge- 10:00-11:00 Starter Company Plus Info Session Cambridge- 11:00-12:00 Access to Professionals Legal- Kitchener 15:00-17:00 (by referral only)	22 Access to Professionals Accounting- Kitchener 9:30-11:30 (by referral only) Startup Business Basics : Kitchener 10:30-12:00	23 Startup Business Basics Waterloo 10.00-11.30 Starter Company Plus Info Session- Waterloo 11:30-12:30	24
27 Contracts 101, Legal Series – Cambridge 9:00-10:30	28 Starter Company Plus Info Session- Kitchener 15:00-16:00	29 Startup Business Basics- Kitchener 14:00-15:30	30 Legally Speaking Series Intellectual Property Law- 9:00-10:30	Dec 1

Register online waterlooregionsmallbusiness.ca/events or by phone 519-741-2604

Startup Business Basics

Facilitated by: WRSBC Staff

Starting a new business venture? Learn the necessary steps to start your business! Including:

- how to assess your entrepreneurial readiness
- the various forms of business ownership
- government regulations
- the importance of a business plan
- forecasting cash flow
- identifying your target market
- when and why to register for HST

Starter Company Plus Info Session

Facilitated by: WRSBC Staff

Join us for an information session for Starter Company Plus. Businesses 0-3 years old, who are not enrolled in school or employed full time are eligible to apply to start, expand, or purchase a business. The Starter Company Plus program provides:

- Training and business skills
- Mentorship, guidance, and coaching

Access to Professionals

Facilitated by: WRSBC Staff

Through this unique program, entrepreneurs receive business solutions and advisory services relating to their business during a 40 minute one-on-one consultation. One-on-one consultations are by referral only and include:

- Legal - Giffen LLP Lawyers
- Accounting - Jacqueline Morris CGA accountant
- Etsy Online Sales/Marketing - Jessica Murphy, Rawkette
- Operations/Growth Consultant - Ada Y. Barlatt, OperationsAlly
- Social Media Marketing- Mallory Manchur, Mal&Co

Please contact our office to book an appointment; fee is refundable upon arrival for legal and accounting consultations only. To cancel, please contact us before noon on the Friday before the scheduled appointment. Cash payment is \$20+HST; online payment is \$22+HST.

SBCN Networking Group

Facilitated by: WRSBC Staff

Welcome to the Small Business Community Network (SBCN) Relationship building • Networking with a purpose • Social media

We are your catalysts for continual growth and your connection to the business community across Canada. Enjoy business-to-business networking, mentoring, monthly seminars, special events and conferences, small business articles, videos, and broadcasts.

Starting a Food Business

Food safety & inspections, including the Certified Food Handler certificate requirements;Municipal licensing, permits, zoning; Building inspections;Liability insurance; Best practices from a local food entrepreneur.

Contracts 101

This seminar will provide small business owners with information about hiring and terminating employees, the Employment Standards Act, the importance of proper employment contracts, the legal differences between employees and independent contractors and an overview of independent contractor agreements.

Employment Law

Chances are you will either be an employee or an employer. Both have legal rights and responsibilities. How can the actions of an employee get the employer in trouble? What can you do about it? What laws apply? How and why to enter into a written employment contract when hiring an employee? Attend the session to find out.

Intellectual Property

Get Information and tools to help protect your intellectual property (IP) and make strategic decisions throughout your business' life cycle.

Etsy 101

Launch your Handmade Shop including: How It Works, What Can You Sell & 3 Keys to Success.