

Attend our FREE Starting in Business Workshop and get your new business off to a flying start

Workshop Agenda

Business best practice for start-ups

The workshop covers best practice in marketing, and administration, as well as finance and legal issues for new businesses.

Tax and accounting aspects of starting in business

Covering whether to incorporate, dealing with VAT, PAYE and other taxes, tax efficient profit extraction, cash management and accounting systems

Getting the legal "bits" right

Learn not only how to protect your brand and intellectual property but also understand some of the issues around terms of trade, employment law and obtaining premises.

Get two free booklets — "Starting in Business" and "The legal guide" with lots of accounting, tax and legal tips AND some great free software designed for business startups.



Workshop date

27 January 2011 6:00pm to 8:00pm

10 March 2011 6:00pm to 8:00pm

To book your place on the Workshop please call:

Charles Kavazy on 0114 266 7141 or send an email to ck@hawsons.co.uk



Chartered Accountants



To book your place on the workshop please see over




Chartered Accountants



STARTING IN BUSINESS
A Practical Guide to Financial, Tax and Accounting Considerations of Starting In Business


Sheffield Office Tel. 0114 266 7141
Doncaster Office Tel. 01502 347262
Northampton Office Tel. 01604 646600

www.hawsons.co.uk **Continued** ▶



The legal guide to starting up and developing your own business

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Fax: 0114 276 8066
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Two Free Practical Guides to the Legal, Financial, Tax and Accounting Considerations of Starting in Business

FREE PROGRAM
THAT INCLUDES:

- AN INTERACTIVE BUSINESS PLAN TO DEVELOP YOUR BUSINESS IDEA
- AN OVERVIEW OF YOUR CONTACTS, PRODUCTS AND ACTIVITIES
- CREATE YOUR OWN WEBSITE WITH WEBSHOP IN NO TIME
- PRINT ORDERS/INVOICES WITH ONE KEYSTROKE
- AN ONLINE STARTUP PORTAL WITH TIPS AND ADVICE
- CONDUCT MARKET RESEARCH OVER THE INTERNET

Hawsons provides a full range of services to startup and SME businesses including business advice and raising finance as well as accounting tax and payroll services.

We also hold Business Development Workshops showcasing Best Practice, and we have range of guides covering topics, such as e-marketing, Search Engine Optimisation (SEO) and IT Security.

Business Development Workshop Topics

Best practice in customer service

Providing excellent customer service to all your prospects and customers is not enough in the current climate. You have to go the extra mile, but how do you do that?

Best practice in marketing

Selling more to your existing customers and also to new prospects is key for survival and we can give you some tips on how to do this.

Best practice in administration

If you know what needs to be done and in what timescale then you are able to exceed your customers expectations. How do you do this efficiently?



**Workshops are held at Hawsons,
Pegasus House,
463a Glossop Road, Sheffield S10 2QD
Parking is available**