

# Community Economic Development Fund Small Business Training Institute

**Are you looking for skills that will help you grow your small business?**

## Understanding Business Finances to Maximize Your Profit

Learn how to keep the necessary records for your small business and how to set up functional record keeping systems. This workshop will include a discussion on understanding financial statements, making income projections, and different accounting methods that work best for your business.

*Each workshop consists of a 3-session series of classes. Participants are expected to attend all three classes to receive full credit and a certificate of successful completion.*

**All classes held: 6:30 – 9:00 PM**

**Spring 2010**

<b><u>Meriden</u></b> CEDF Office 965 East Main Street	<i>Instructor: John Purtill, CPA</i>	<b>May 24, 26, June 2</b>
<b><u>East Hartford</u></b> CT Int. Baccalaureate Academy 857 Forbes Street	<i>Instructor: Rick Merrick, CPA</i>	<b>May 18, 20, 25</b>
<b><u>Norwalk</u></b> Norwalk City Hall 125 East Avenue	<i>Instructor: Paul Piasecki, CPA</i>	<b>May 17, 19, 24</b>
<b><u>Norwich</u></b> Norwich Public Utility 16 South Golden Street	<i>Instructor: Ed Muenzner, CPA</i>	<b>May 18, 20, 25</b>
<b><u>Milford</u></b> Milford Financial Center Bldg. 50 Cherry Street	<i>Instructor: Joe Martorelli, CPA</i>	<b>May 18, 20, 25</b>
<b><u>Danbury</u></b> Danbury Chamber of Commerce 39 West Street	<i>Instructor: Tom McGoldrick, CPA</i>	<b>May 24, 26, June 2</b>

**Seating is limited to twenty attendees at each location. Early registration is a must!**

Registration and payment must be received prior to the start of the first class session. Register online at [www.cedf.com](http://www.cedf.com) today!

**Cost: \$20.00** CEDF Clients or partner organizations ♦ **\$35.00** all other CT Small Business

Workshops sponsored by CEDF in cooperation with Community Accounting Aid & Services, Webster Bank, Citizens Bank, and Union Savings.

I am registering for the following location:  Meriden  East Hartford  Norwalk  Norwich  Milford  Danbury  
 Spring Session:  2010 Business Financials

Name \_\_\_\_\_ Business Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Email \_\_\_\_\_ # Years in Business \_\_\_\_\_

Please check one:  current CEDF client  other CT small business  Affiliated with Partner Organization

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please register online or return registration form with payment to: CEDF, 965 East Main Street, Meriden, CT 06450  
*Refunds will only be authorized in the event the Community Economic Development Fund cancels a course.*