



BUSINESS ADVISORY COUNCIL

REQUEST FOR CONSULTATION SERVICES

The Business Advisory Is A Free Member Service Offered Through The Joint Efforts Of The Corporate Partners And The Past Presidents To Provide Guidance And Suggestions On Issues Of Business Ownership, Management And Growth

In an effort to provide you with the type of expertise you need, you should be as specific as possible with your request. It is your job to communicate the various components of the situation/problem so that we can assemble the right team for you. After we receive and review your form we will call to arrange an appointment. **Please be advised that you will be required to confirm your appointment date and time.** Please direct all questions regarding this form and your appointment to Sue Meister at (954) 748-6990 or via email at smeister@signsbytomorrow.com.

Some topics you might want to discuss are: bookkeeping/accounting procedures, succession planning, employee relations, taking in a partner, financial planning, employee benefits, how to decide about expanding or downsizing your business, going into new markets, leases, computerizing your business, effective networking or marketing.

NAME _____ BUSINESS NAME _____

BUSINESS PHONE _____ FAX _____

HOME PHONE _____ EMAIL _____

PREFERRED DATE: _____ YEARS IN BUSINESS _____

Please describe your business and provide any materials that will be beneficial for the Advisory Council to review in advance:

Please describe the problem/situation you are requesting help/feedback/consultation with:

To help us match advisors with your needs please circle all that apply.

Marketing Plans

Targeting Your Market
Advertising
International Trade Assistance
Merchandising
(signage, product displays, window
presentation, how to better appeal to your
customers)
Other

Family Business Issues

Keeping the Business in the Family
Exit Strategies for the Senior Generation
Rules of Entry for the Younger Generation
Balancing Family and Business Needs
Other

Business Management

Management and Technical Assistance
Labor Law and Employment Issues
Developing Personnel Policies and
Procedures
Developing or Updating a Business Plan
and Long Term Goals
Automating Your Business
Copyrights, Trademarks and Patents
Other

Assistance in Financial Matters

Personal Financial and Retirement Planning
Small Business Financing and SBA
Programs
Retirement and/or the Sale of your Business

Other Needs

One Last Question . . .

What are your expectations for the next 2 to 5 years for your business?

WHEN COMPLETE, RETURN THIS FORM TO: Sue Meister at (954) 748-8391 via fax or via email at smeister@signsbytomorrow.com.