



# RECORD KEEPING & TAXES



Keeping good financial records is a critical step in managing a successful enterprise.

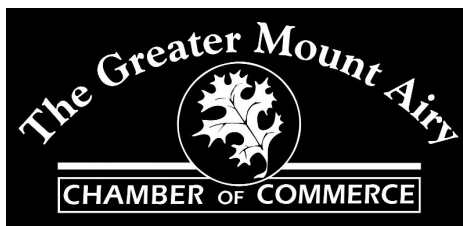
This seminar addresses the financial records needed for good business management.

Participants develop systems and practices for collecting necessary information for tax reporting and business decision-making.



Plan to join us for these upcoming seminars!

- April 8—How to Start a Small Business
- April 15—How to Write a Business Plan
- April 22—Marketing and Marketing Research
- April 29—Small Business Financing



This seminar is co-sponsored by the Greater Mount Airy Chamber of Commerce.

Visit their website at [www.mtairyncchamber.org](http://www.mtairyncchamber.org) for information on how they can help make your business more successful!

**TUESDAY,  
MAY 6, 2014  
6:00—8:30PM  
CENTER FOR PUBLIC SAFETY  
1220 STATE STREET  
MOUNT AIRY**



Pre-registration required by contacting the Small Business Center at [cobles@surry.edu](mailto:cobles@surry.edu) or 336.386.3685.