

*Proudly announces*  
**“Thinking Outside the Box -  
Preparing Your 2009 Business Plan”**

December 5, 2008  
Amherst Chamber of Commerce  
9:00-12:00 noon

This is the Tenth in a series of Business Seminars to help businesses and not for profits improve their results. This highly successful Seminar was presented twice last year. This year it is updated and expanded with new material and exercises. Some of the topic areas to be covered are:

- **A strategic way to assess the strength of your income**
- **Is your current budget a good check on income and expenses?**
- **Using your budget as a strategic document to anticipate problems.**
- **Two key internal issues that can help or hurt your business.**
- **What new products or services should I sell next?**

This will be an interactive session with significant time devoted to questions, answers, and individual problem solving. You should expect to take away at least one good idea to use at work. The presenter will be Jim Serafin, Principal of the company. Mr. Serafin brings over twenty years of experience as a former administrator, Business Development Officer, Director of Marketing, partner in a market research company and extensive work with local, state and federal agencies in three states.

This seminar works well for both businesses and not for profit agencies. It is limited to the first 15 persons who sign up and pay.

*I am interested in signing up for this business seminar.*

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

e-mail: \_\_\_\_\_ phone #: \_\_\_\_\_

Cost is \$49.00 per person. No. persons \_\_\_\_ x \$49.00 = \$ \_\_\_\_\_

Please remit to: **Resource Development & Management**  
115 Avery Place

Buffalo, New York 14225

Or go to our website: [www.RDM-Buffalo.com](http://www.RDM-Buffalo.com)