

Butts County...

A Great Place to do Business

We are proud to be among the state's most progressive communities. In Butts County, you will find an exceptional quality of life that includes excellent schools, family entertainment, that hometown feel, and a progressive business climate.

We have earned the title of Entrepreneur Friendly by the state of Georgia meaning we take great pride in helping people like you start a business.

It is our hope that this **Quick Reference Guide** will point you in the right direction as you think about opening your own business. Please visit our website at www.chamberbuttscounty.com to download the full copy of **The Entrepreneur's Guide to Starting and Growing a Business in Butts County, Georgia**.

Owning and operating a business is hard work. It takes dedication, patience, and an assortment of skills and money. The individuals who have worked to gather this information are supportive of your desire to follow your dream. Take the time to read the material. Knowing how to handle the many details of going into business and knowing yourself is very instrumental in the success of your business. Best wishes with your business ventures. We are here to help.

Sincerely,
Melinda Atha

Executive Director
Butts County Chamber of Commerce



Getting in touch...

Butts County Chamber of Commerce

P. O. Box 147
625 W. Third Street, Suite 6
Jackson, GA 30233
Phone: 770-775-4839
E-mail: buttscochamber2@bellsouth.net
Website: www.chamberbuttscounty.com

Butts County Development Authority

P. O. Box 1085
625 W. Third Street, Suite 6
Jackson, GA 30233
Phone: 770-775-4851
Website: www.buttscountyida.com

Small Business Development Center

111 Third Street, Suite 201
Macon, GA 31201
Phone: 478-751-6592
Website: www.sbdc.uga.edu

Georgia Department of Labor

1514 Highway 16, West
Griffin, GA 30223-2046
Phone: 770-228-7226
Fax: 770-229-3287
TTY: 770-229-3288

Griffin Technical College

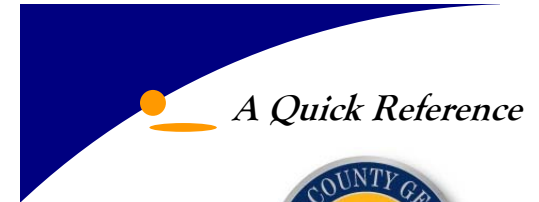
Butts County Campus
1578 Highway 16 West
Jackson, GA 30233
Phone: 770-504-7590

Jackson Progress-Argus

129 S. Mulberry Street
P. O. Box 249
Jackson, GA 30233
Phone: 770-775-3107
Website: www.jacksonargus.com

Getting Your Local Business License...

- **Butts County Planning & Zoning**
Phone: 770-775-8210
- **Jackson City Hall**
Phone: 770-775-7535
- **City of Flovilla**
Phone: 770-775-5661
- **City of Jenkinsburg**
Phone: 770-775-4850



The Entrepreneur's Guide to Starting and Growing a Business in Butts County, Georgia



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Getting an Idea...

The Business Plan

The first step in starting a business is putting together a plan. There are many factors that go into putting together a business plan. These factors include an **Outline of Goals, Marketing Strategy, Financial Management, Operation Schedule.**

Outline of Goals

- Give a detailed description of the business and its goals.
- Discuss the ownership of the business and the legal structure.
- List the skills and experience you bring to the business.

Marketing Strategy

- Discuss the products/services offered.
- Identify the customer demand for your product/service.
- Explain how your product/service will be advertised and marketed.

Financial Management

- Explain your source and the amount of initial equity capital.
- Develop a monthly operating budget for the first year.
- Discuss your breakeven point.

Operation Schedule

- Explain how the business will be managed on a day-to-day basis.
- Discuss hiring and personnel procedures.
- Discuss insurance, lease, or rent agreements, and issues pertinent to your business.

Legal Aspects of Starting a Business

Deciding what form of legal entity your business will take is an important decision. This will have an impact on the future of your business including your protection under the law, and the rules and regulations (for example, federal and state taxes) that will apply to you.

THERE ARE FOUR BASIC FORMS THAT A NEW BUSINESS CAN TAKE

- Sole Proprietorship
- Partnership (General or Limited)
- Corporation (C or S)
- Limited Liability Company (LLC)

It is recommended that before you enter into any of these four forms of business that you contact an attorney, CPA, or other qualified individual.

Getting Financed...



You must first seek financing from a bank or other private source. If that is available at reasonable terms, the SBA cannot make the loan. Take your business plan to your banker and discuss your financial requirements. The involvement of your financial institution is essential. Then, call the Small Business Development Center (478-751-6592) or the Middle Georgia Regional Development Center (478-751-6160) to discuss the project's eligibility for SBA assistance. Other Financing Institutions available for lending:

Bank of America

102 East 3rd Street
Jackson, GA 30233
770-775-3178 Phone
770-775-8176 Fax

First Georgia Community Bank

150 Covington Street
Jackson, GA 30233
770-504-1090 Phone
770-504-9090 Fax

McIntosh State Bank

210 South Oak Street
P. O. Box 3818
Jackson, GA 30233
770-775-8300 Phone
770-775-8325 Fax

OneGeorgia Small Business Loan Guarantee

478-274-7734 Phone
www.onegeorgia.org

Many entrepreneurs mistakenly believe that free grants are available to support small business start-up and growth—this is not true! There is no such thing as free money.

Getting Plugged In...

It takes a strong network of support to get your business off the ground. Here are some additional resources to consider when starting your business...

Georgia Department of Economic Development

75 Fifth Street, NW, Suite 1200
Atlanta, GA 30308
404-962-4820 Phone
404-962-4829 Fax

Establishing Telephone, Cable, and Internet Service

AT&T	1-877-253-0009
Charter	1-888-438-2427 or 1-800-314-7195

U. S. Postal Service

Jackson, GA 30233	770-775-2053
Flovilla, GA 30216	770-775-6010
Jenkinsburg, GA 30234	770-775-5655

Advertising

Marketing and advertising keeps your business competitive and in the minds of your customers, which can help get your name and product into the community.

Jackson Progress-Argus	770-775-3107
WJGA-FM Radio	770-775-3151

