

THE MUST-HAVE EMAIL LIST FOR BUSINESSES

An Article by William A. Taylor One of the Business Lawyers

Following is a Business Resource List provided to the Business Lawyers by the Lawyers' Committee for Civil Rights, a San Francisco organization dedicated to providing small and underfunded (usually “minority”) businesses with tools and legal services to help them succeed:

Service Organizations for Businesses

- www.sfbizinfo.com: Links businesses to city resources in San Francisco.
- www.sba.gov: Home site for the U.S. Small Business Administration.
- www.sfsbdc.org: The San Francisco Small Business Development Center with resources and assistance sponsored by the Small Business Administration.
- www.score.org: The national site for the Service Corps of Retired Executives. Providing counseling and specialized assistance.
- www.sfchamber.com: Business organization for advocacy, networking and economic growth.
- www.sftaxcredits.com: Offers information on tax credits for San Francisco business owners.
- www.cccssf.org: Consumer Credit Counseling Service assists people in repairing their credit.

Business Planning

- www.businessplans.org/mootcorp.html: Explains how to write a business plan, has a number of prize-winning sample plans on the site, and provides a guide to other resources and industry analysis.
- <http://edwardlowe.org/indexa.htm>: A peer-to-peer resource for entrepreneurs with information on: How to develop a business plan, How to prepare a market analysis, How to create your company identity, How to prepare a profit and loss statement, How to prepare a balance sheet, and How to prepare a cash flow statement.
- www.virtualrestaurant.com/index.htm: Site that helps you start a restaurant. Includes sample restaurant business plan, comparison of income statements to industry averages and more.
- www.businessplans.org/plan.asp: General planning and industry data.
- www.sba.gov/starting/indexbusplans.html: Outline and Explanation.
- www.sba.gov/hotlist/businessplans.html: Planning resources.
- www.sba.gov/library/pubs.html: Directory of Small Business Administration 'How to do it' publications about most small business topics including business planning, financing, and marketing. Includes sample plans and links to other useful sites.
- www.sba.gov/training/sp_bplan.html: El plan comercial (Spanish language site for starting a business).

Tenant Improvements / Commercial Leases

- [www.cdexchange.org/stories/storyReader\\$177](http://www.cdexchange.org/stories/storyReader$177): Discusses key considerations when building out commercial space, the process of coordinating tenant improvements, and includes a sample proposal to lease.

Buying a Business

- www.globalbx.com: You can buy or sell a business on GlobalBX - a free business for sale listing exchange with 1000's of businesses for sale as well as comprehensive business information for entrepreneurs, business buyers, business sellers, and business intermediaries.
- www.bizbuysell.com: Website listing businesses for sale by category and location.
- www.businessforsale.com: Provides useful links for people looking to buy a business.
- www.restaurantrealty.com/alllistings.html: Restaurants for sale and lease.

Commercial Real Estate and Loans

- www.sfprospector.com: Businesses can obtain economic, planning, geographic, and demographic information using this site. It allows users to view, create, and print maps; perform site selection searches; and customize and analyze demographic and business data.
- www.c-loans.com/onlineapp: Businesses can apply for commercial real estate loans online using this site.
- www.cityfeet.com: Nationwide database of commercial real estate prices & location.

Marketing

- www.gmarketing.com: Home site for author of Guerrilla Marketing.
- www.ohms.com: A source of information about Guerrilla Marketing & Jay Levinson.
- www.sbtv.com: Marketing & other small business resources.

Industry Statistics

- www.bizstats.com: A helpful site that includes many statistics on industry standards. A good place to begin market research.
- www.rmahq.com: Website for Risk Management Associates. Publish yearly volume of information about industry statistics.
- www.bizminer.com: Source of industry statistics for purchase.

Legal

- www.lccr.com: Legal Services for Entrepreneurs offers free legal services to low income entrepreneurs in SF.
- www.nolo.com: Source of self-help legal books by lawyers who think lawyers charge too much and obfuscate.
- www.business.gov: Legal information, as well as other resources, in Plain English for small businesses.

- www.usa-canada.les.org/: Information about licensing / intellectual property.

Magazines

- www.sbdctap.com/magazine/us/: Small Business Technology Review - magazine offering advice to small businesses on how to apply technology to improve operations.
- www.inc.com/home/: Inc. Magazine web site. Generally useful for small business owners.
- www.smallbusinesscomputing.com/: Small Business Computing magazine website. Free magazine.
- www.business2.com/: Business 2.0 magazine website. Not free, but you can get a trial copy through this site.

Investors

- www.inventorsalliance.org/: SF Bay Area organization of inventors.
- www.businessplans.org/plan.asp: Finding an angel investor (Click on Angel Financing).

Miscellaneous Business Links

- www.homeworks.com/: Covers practical aspects of home based businesses.
- www.startupjournal.com/: Wall Street Journal website for small businesses.
- www.bankrate.com/brm/news/biz/bizcalcs/ratiocalcs.asp: Discusses and calculates common business ratios.
- commerce.ca.gov/state/ttca/ttca_homepage.jsp: California Technology, Trade & Commerce Agency. Resources for small businesses.
- www.ecommerce.about.com/: Resources for e-commerce.

Community Links

(provide free or low-cost assistance with business planning and operations)

- www.sompac.com/: South of Market Project Area Committee.
- www.bayanihancc.org/: Bayanihan Community Center (Filipino-American Community Center).
- www.altrue.net/site/ceowomen/: CEO Women, an Oakland-based non-profit that helps low-income immigrant and refugee women start small businesses.
- www.ci.sf.ca.us/sfra/: San Francisco Redevelopment Agency.
- www.ci.sf.ca.us/planning/index.htm: San Francisco Planning Department.
- www.somapartnership.org/: SOMA Partnership.
- www.liscnet.org/: Local Initiatives Support Corporation.
- www.medasf.org/: Mission Economic Development Association.
- www.rencenter.org/: Renaissance Entrepreneurship Center (SoMa and Bayview offices).
- www.safetynetwork.org/: San Francisco Safety Network Program.
- www.womensinitiative.org/index.htm: Women's Initiative for Self Employment.
- www.startupepa.org/: Start Up, a non-profit working with entrepreneurs in East Palo Alto.

- www.wardrobe.org: Wardrobe for Opportunity ph: (510) 463-4100 ext. 10.

Sources of Financing

- www.ci.sf.ca.us/mocd/: The Mayor's Office of Community Development (MOCD) provides loans to SF businesses creating jobs for low-income SF residents.
- www.obdc.com: The Oakland Business Development Corporation provides small business loans to entrepreneurs in Oakland.
- www.L4CD.com: Lenders for Community Development makes small loans to low income business owners in Santa Clara and San Mateo counties.
- www.count-me-in.org: Provides business loans to women nationwide for \$500 - \$10,000.
- www.pacificcommunityventures.org: Pacific Community Ventures makes equity investments in businesses in low-income communities and provides business advisory services.

Taxes

- www.irs.gov/businesses/small: Small business and self-employed one-stop resource.

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