



# Record Keeping & Bookkeeping Best Practices for Your Small Business

## WORKSHOP

Sponsored By

The Jacksonville State University  
Small Business Development Center  
&  
Fort Payne Chamber of Commerce  
Fort Payne Main Street

### Date & Time

Thursday – May 3, 2018  
11:30AM - 12:30AM

### Location

Fort Payne Chamber of Commerce  
300 Gault Ave N  
Fort Payne, Alabama 35967

### Agenda

- 11:30AM Lunch .....Provided by the Chamber
- 11:50AM Introduction.....Jennifer McCurdy, Chamber Director
- 11:55AM Record & Bookkeeping:  
Best Practices.....Cassie Chandler, Business Advisor
- 12:30PM Adjourn

*Open to the Public*

**\*Limited Seating\***

Please call and reserve your seat  
JSU SBDC (256) 782-5271

**No Charge**

Growing Alabama's  
Economy One  
Small Business at a  
Time



### SBDC Websites:

[www.asbdc.org](http://www.asbdc.org)

[www.jsusbdc.com](http://www.jsusbdc.com)

Alabama SBDC Network is a statewide service network funded in part through cooperative agreements with the U.S. Small Business Administration (SBA), Defense Logistics Agency, and the State of Alabama. Hosted by The University of Alabama. Nationally accredited by the Association of SBDCs.

Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact Anna Fang, 113A Merrill Hall, 700 Pelham Road, Jacksonville, AL 36265. 1-256-782-5271.