

ELEANOR HOLMES NORTON
DISTRICT OF COLUMBIA

COMMITTEE ON
TRANSPORTATION AND
INFRASTRUCTURE

SUBCOMMITTEES

RANKING MEMBER, ECONOMIC
DEVELOPMENT, PUBLIC BUILDINGS,
AND EMERGENCY MANAGEMENT

AVIATION

WATER RESOURCES AND
ENVIRONMENT



COMMITTEE ON OVERSIGHT
AND GOVERNMENT REFORM

SUBCOMMITTEES

FEDERAL WORKFORCE, U.S. POSTAL SERVICE
AND THE CENSUS

ENERGY POLICY, HEALTH CARE AND
ENTITLEMENTS

Congress of the United States

House of Representatives

Washington, DC 20515-1501

May 13, 2013

TO: D.C. Small Businesses and Residents
FR: Congresswoman Eleanor Holmes Norton

I want to personally invite you to our free all-day Small Business Fair from 8:00 a.m. to 4:00 p.m. in the Washington Convention Center (801 Mount Vernon Place, NW) free of charge for residents and small businesses in the District of Columbia.

A one-hour plenary session before the workshops and One-on-One Counseling will feature Small Business Administration (SBA) District Director Antonio Doss, who will speak on **how the SBA can help you grow your business** and on how to get free advice from the SBA's Service Core Of Retired Executives (SCORE), the Business Development Center Network at Howard University, and the Women's Business Center. The owner of **the D.C. Small Business of the Year**, Norman H. Jones Senior, CEO of Capital Energy Group, will deliver remarks on how he has been able to succeed as small business in the District of Columbia. After the opening session, you will have the opportunity to attend Workshops, meet with business experts at One-on-One Counseling to receive individualized advice about your business, and walk through our Exhibition Hall of counseling organizations that can give you a general knowledge of what services their organization offers.

The One-on-One Counseling sessions will allow you to get face to face advice on your business in particular. Agents from banks will bring loan opportunities, and are prepared to initiate the application process on the spot. Representatives from the Small Business Administration will bring experts in business development from their Service Core Of Retired Executives (SCORE), retired business experts, to guide you on how to conduct a winning and effective presentation to procurement officers. Experts will also share tools to research your industry and improve your marketing strategy. Specialists from federal agencies will give you forecasts of products and services they need to procure in the next quarter, and how to be a competitive applicant for these procurement opportunities.

To complement our One-on-One Counseling sessions, our workshops will cover what every small business doing business in D.C. 2013 should know: how to start a small business, how to win a federal contract, and how to finance your business. You will also have the opportunity to attend a workshop with the District of Columbia Small and Local Business Development Agency and learn the requirements to enroll in the Certified Business

Enterprise (CBE) program to receive grants and contracts with the District government. Start-up businesses will be able to learn how to budget and save for a new business, and how to turn their talents in web-design, child care, hairstyling, and more, into a successful business.

In addition to these "how-to" workshops, a representative from the of the Small Business Administration will deliver a presentation on how the Affordable Care Act will affect your business, and will be available to answer your questions. You will also have the opportunity to learn more about the processing of the U.S. Citizenship and Immigration Services I-9 Forms and the confirming the eligibility of your employees through a workshop on the E-Verify program.

No D.C. small business can afford to miss our Small Business Fair, particularly this year. More than sixty experts and 400 small businesses have participated in past Fairs. We expect, this year, to repeat this success and build upon it.

Seating is first-come, first-served. The only way to guarantee a place at this free-of-charge event is to register by immediately e-mailing your completed Registration Form to my Congressional District Office at NortonEvents@mail.house.gov.

To reserve a place, please return your Registration Form by 5:00 p.m. on Friday, May 31, 2013. If you have any questions, please call my District Office at 202-408-9041.

Sincerely,



Eleanor Holmes Norton
Member of Congress