

**Congresswoman Eleanor Holmes Norton's  
Small Business Summit Pre-Registration Form  
Participant Pre-Registration Form**

**June 4<sup>th</sup>, 2013  
8:00 am – 4:00 pm  
Washington Convention Center  
801 Mount Vernon Pl, NW  
Washington, DC**

**ALL SUMMIT PARTICIPANTS MUST PRE-REGISTER BY FRIDAY, MAY 31!**

**Please type or print clearly:**

**Company Name:** \_\_\_\_\_

**Participant Name:** \_\_\_\_\_ **Business Title:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**DC Address:** \_\_\_\_\_ **Washington, DC** **Zip Code:** \_\_\_\_ - \_\_\_\_

**PLEASE MARK YOUR PREFERENCE IN ORDER FROM 1- 5 (1 being first choice, 5 being last choice).**

CHOICE	WORKSHOP	TIME	DESCRIPTION
	How to Write a Business Plan for Success	10:00 am – 11:55 am	How to develop a strong business structure. Learn to write a strong business plan and conduct effective marketing research.
	Government Procurement	10:00 am – 10:55 am	How to create a competitive application for government procurement contracts, and learn about the Small Business Administration's 8(a) program.
	Become a Certified Business Enterprise	11:00 am – 12:25 pm	Become eligible to apply for the D.C. Certified Enterprise Program. Learn how to receive preferential procurement opportunities with the District government.
	Opportunities to Finance Your Small Business	12:00 pm – 1:15 pm	Find loan opportunities for you through local agencies, community organizations, and banks.
	Insuring Your Business	12:30 pm – 1:15 pm	Insurance options to better protect your business and secure your success.

**NOTE: Workshops on E-Verify and the Affordable Care Act will be available to everyone!**

**RETURN FORM TO [NortonEvents@mail.house.gov](mailto:NortonEvents@mail.house.gov), or fax to 202-408-9048.**