

SCORE Business Information Resources

[SCORE Business Resource Directory](#): **Planning, financing, and managing your business.**

This is a list of business resources that will be very useful when starting a business; it answers many of the typical questions about starting a business. This directory has links to online resources, guides, tips, templates, white papers, and books. Click any link for the details on that topic.

Basic Resource Kit for Starting a Business

Start with these six business topics which cover how to start your business, how to develop a business plan, how to select your business structure, how to finance it and market it.

[How To Really Start Your Own Business](#): **Planning and managing your business.**

This workbook provides information on topics ranging from your inspiration for starting a business to creating a plan, building a team, funding a business, and structuring that business. (Workbook by SCORE/The Company Corporation)

[Small Business Basics](#): **The basics for successful business management.** This workbook covers The Business Plan, The Marketing Plan, Measuring Performance, Managing Cash Flow, and Financing Your Business. (Workbook by SCORE/Sony)

[Select Your Business Structure](#): **The advantages and disadvantages of different business structures.** (Article by SCORE)

[Financial Management Workbook](#) : **Manage your business finances better.**

The keys to success are: maximize your income and the speed with which you get paid, minimize your expenses, be prepared, and know your funding options. (Workbook by SCORE/Visa)

[Small Business Bank Loans](#): **Basic requirements for a bank loan.**

Banks are a traditional source of funding to small business owners. Their principal role has been as a lender offering short and long-term loans and lines of credit. Here is what you need to qualify for a small business loan. (Article by SCORE)

[Duct Tape Marketing](#): **This book, "Duct Tape Marketing" by John Jansch is a practical Small Business marketing guide.** It's an excellent companion book to be used with Marketing Plan Pro, software for developing a marketing plan.

[Starting A Business In The Lowcountry](#): **Administrative Steps For Starting A Business.**

This instruction sheet provides information about the administrative steps for starting a business in the South Carolina Lowcountry. Also check out [South Carolina One Stop Shop](#) for registering your business in South Carolina. (SCORE)

SCORE Business Library

[SCORE Business Resources](#) : **Planning, financing, and managing your business.**

This business library provides online information that will help you plan and manage your business.

[Small Business Administration \(SBA\)](#): **What can SBA do for your small business?**

The SBA offers resources for starting and managing a small business, along with small business loan guarantees, information about government grants, and a source for government contracting information.

[SCORE Business Templates and Tools](#) : **Planning, financing, and managing your business.**

This business library provides [business templates](#) for planning and managing your business

Business Structures

[Business Structures](#): **Select the best legal entity for a business.**

Take a look at the [Pros and Cons for Different Business Structures](#) . For a small business, many people use either a Sole Proprietorship or an LLC business structure; although in some cases a Corporation or a Partnership may make more sense. (SCORE)

Government

[Government Resources](#): **Federal, state and local business resources.**

If you're starting a new business in South Carolina, be certain to check out the [South Carolina Business One Stop](#) service. (SCORE)

Marketing a Business

[Marketing](#): **Develop an effective marketing plan to promote your business.** Here are information resources, tips, tutorials, and business advice to help market a business. Check out [Duct Tape Marketing](#) by John Jansch. It's a practical marketing guide for a small business. (SCORE)



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Demographics and Business Metrics

Demographic Resources: Find demographic information for your marketing plan.

Here is demographic information that includes economic impact, regional & local business data, travel & tourism, resident demographics, visitor demographics, taxes, and real estate profiles. (SCORE)

Economic & Business Metrics For Our Region: Economic Information About The Lowcountry

This Chamber of Commerce service provides economic and business metrics about Hilton Head Island and the Lowcountry. (Hilton Head/Bluffton Chamber of Commerce)

Funding a Business

Business Funding: Finding Financing For a Business.

This article discusses a range of business funding options including bank loans, family and friends, private loans, and venture capital investments. (SCORE)

Business Loans: Basic Requirements for a Business Loans.

Banks in making a loan expect a comprehensive business plan and will review personal and business credit history. This article describes lender's expectations for a business loan. (SCORE)

Credit Reports: Get your business and personal credit history reports.

Get copies of your credit history; confirm that you have a good credit history before applying for a business loan. (SCORE)

Business Financial Templates: Business financial planning and projections.

These templates include worksheets for start-up funds, salaries & wages, fixed operating expenses, cash flow analysis, salary, sales forecasts, cash receipts & disbursements, income statement, cash flow analysis, balance sheet, year-end summary, financial ratios, break-even analysis, and amortization schedules. (SCORE)

Insurance

Business Insurance Requirements: What sort of insurance do you need for your business?

Running any business comes with risks. So it's important that you protect both your business and your personal assets. This article discusses insurance options for your business. (SCORE)

Home-based Business Insurance: What sort of insurance do you need for your business?

Running any business comes with risks. So it's important that you protect both your business and your personal assets. This article discusses insurance options for your business. (SCORE)

Real Estate

[Real Estate Leases](#): **Ten questions to ask before signing a lease.**

The key questions you should ask in doing due diligence for a real estate lease. (SCORE)

Non-Profit Organizations

[Non-Profit Business Resources](#): **Organizing a non-profit business.**

A non-profit organization (also known as a not-for-profit organization) is an organization that does not distribute its surplus funds to owners or shareholders. There are [pros and cons](#) to a non-profit organization. (SCORE)

Buying/Selling a Business

[Buying A Business](#): **Tips For Buying A Business**

Starting from scratch isn't the only way to get started. Buying an existing business can help you hit the ground running. Here's what you need to know to find a great deal. (SCORE)

[Selling A Business](#): **Tips For Selling A Business**

If you're thinking of selling your business this year, here are four tips to maximize your profit. Plan for the sale of your business; don't get to the point where you have to sell it. (SCORE)
SCORE)

[Business Valuation](#): **Rules of thumb in establishing a value for a business.**

When you're buying or selling a business, one of the first steps is to establish a value for that business. (SCORE)

Legal Services

[Legal Services](#) : **Find a lawyer for your business.**

Running any business requires legal advice from time to time. The [South Carolina Bar](#) is one source for a lawyer. Another source is [Pre-Paid Legal](#), which is a low cost subscription based legal service. (SCORE)

Franchise Business Resources

Franchise Business Opportunities: Franchises offer one option for starting a business.

This is a guide to learning all the facts about starting a franchise business. It's been estimated that less than 12% of the businesses in North America are franchised, but they account for over 50% of all North American retail sales. (SCORE/FranNet)

American Association of Franchisees and Dealers: Franchise Trade Association

The AAFD is a national non-profit trade association dedicated to defining and promoting total quality franchising practices. <http://www.aafd.org/>

American Franchisee Association: National Trade Association for Franchisees and Dealers.

The AFA is a national trade association of franchisees and dealers. The AFA works to improve the industry of franchising while protecting its members' economic investments in their businesses. <http://www.franchisee.org/>

Federal Trade Commission: Franchise and Business Opportunities Rule

Here is information about franchise consumer protection along with franchise business information resources. <http://www.ftc.gov/bcp/franchise/netfran.shtm>

Business Planning Software

Business Plan Pro Software: Business planning software makes it easier to write business plans. With this business planning software, you get over 500 complete sample business plans to use for inspiration or even edit directly as well as guidance in writing a business plan. (Palo Alto Software)

Sales and Market Planning Software: Develop simple and practical marketing plans.

Create a marketing strategy and get your marketing messages in front of the right people. (Palo Alto Software)

Accounting Software

Quicken Home & Business: Home and business accounting software

Shows you your profit and loss at a glance, so you always know how your home based business is doing. (Intuit)

Quickbooks: Small business accounting software.

Organize and track your business finances. Create invoices and track sales & expenses in less time. Get reliable records for tax time. (Intuit)



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SCORE Websites

SC LowCountry SCORE (Local Websites)

www.scorehiltonhead.com

www.scorebeaufort.com

SC LowCountry SCORE

<http://sclowcountry.score.org/>

SCORE National Association

www.score.org/

SCORE Networking Community

SCORE Small Business Community

<http://www.scorecommunity.org/>

SCORE Volunteer Center

SCORE Volunteer Center

<http://www.volunteercenter.score.org/>