

## Bayside Business Network Seminar Series 2009

### *Profit from Learning*

#### **Information Sheet and Expression of Interest**

The Bayside Business Network (BBN) Seminar Series 2009 will be held at Milanos Brighton Beach monthly on Monday evenings (6.00pm – 8.45pm) from March until November 2009.

Council is seeking seminar presenters of exceptional experience and qualifications to provide the latest training and insights on how to do better business for current and prospective business operators in Bayside. The seminars are intended to provide genuine educational benefits to attendees combined with an opportunity to promote the business activities of the seminar presenter.

Applications are open to current Business Network Members. To join the Bayside Business Network use the following on-line booking form.

<http://ecouncil.bayside.vic.gov.au/businessnetworkapp.htm>

Seminar slots are limited and selection of presenters will be at the discretion of Council based upon the information provided by applicants. Council reserves the right to cancel without notice the series at any time in full or part thereof solely at its discretion.

Seminar presenters will be responsible for all enquiries, invoicing and bookings from the general public. To recover their costs only, presenters are permitted to charge to a maximum of \$35.00 per attendee. Note current financial members of the Bayside Business Network do not pay to attend seminars as it is an entitlement of membership.



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### Seminar Dates 2009

The following 2009 dates are booked for the seminar series. It is envisaged that two seminars will be held on each evening with either a single presenter using the opportunity to introduce two different subjects or to work collaboratively with another presenter to introduce a complementary topic. Slots of one hour have been allocated with 15 minutes for networking.

2009 Date Mondays 6.00pm for 6.15pm Start	Time PM
March 23	6.15 – 7.15
	7.30 – 8.45
April 27	6.15 – 7.15
	7.30 – 8.45
May 25	6.15 – 7.15
	7.30 – 8.45
June 22	6.15 – 7.15
	7.30 – 8.45
July 27	6.15 – 7.15
	7.30 – 8.45
August 24	6.15 – 7.15
	7.30 – 8.45
September 28	6.15 – 7.15
	7.30 – 8.45
October 26	6.15 – 7.15
	7.30 – 8.45
November 23	6.15 – 7.15
	7.30 – 8.45



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**Please fill in the fields below and send this form with your response to the relevant criteria by Friday 29 August 2008 to:**

- Anthony Jacobs, Urban Strategy and Culture Unit, Bayside City Council, PO Box 27, Sandringham 3191
- Or Email to [jsoding@bayside.vic.gov.au](mailto:jsoding@bayside.vic.gov.au)

Name of Business \_\_\_\_\_

Applicant Name \_\_\_\_\_ Title: \_\_\_\_\_

Business Address \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

\*Unless otherwise requested the above information will be utilised as contact details for release to the general public.

**Indicate three preferences for a date and time to conduct your seminar**

Monday	Time PM	Preference 1,2,3	Seminar topic heading
<b>March 23</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>April 27</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>May 25</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>June 22</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>July 27</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>August 24</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>September 28</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>October 26</b>	6.15 – 7.15		
	7.30 – 8.30		
<b>November 23</b>	6.15 – 7.15		
	7.30 – 8.30		



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## *Profit from Learning*

Please briefly describe the core nature of your business:

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Previous experience in conducting business seminars (including any previous Bayside Business Network Seminars together with details of any independent third party testimonials):

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Academic qualifications and or relevant business experience:

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Outline of proposed seminar content (please provide as much detail as possible - attach additional information if necessary):

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## *Profit from Learning*

Title and text to be used for promotion of your seminar: (at least 50 but not more than 100 words)  
Please attach a head shot photograph of yourself if possible.

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Detail of any information and other material handouts for attendees of the seminar:

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Please detail what additional actions you will take to gain maximum benefit from the event (e.g. additional promotion / advertising, use of existing databases, follow-up with attendees):

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1. Audio Visual requirements:

- Data projector     Overhead Projector     Other (please specify).....

# Bayside Business Network Seminar Series 2009

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### Seminars series indicative Council advertising program

Medium	Advertising Frequency
Press release prior to individual seminar from the Mayor	Monthly – prior to each seminar
Bayside News – distributed to 38, 000 households – advertisement in prominent position in each edition.	Bi – Annually - 5 Editions
Monthly Melbourne Weekly newspaper - Council Column	Monthly
Bayside Leader Newspaper Advertisement	4 prominent advertisements – over the series February 2009 April 2009 June 2009 September 2009
Council's telephone <i>On- Hold Message</i> -	Monthly
Advertised on Bayside Business Network - website	Monthly
What's on Council's website	Monthly
Events Calendar - updated as required	Monthly
Email blast - to all BBN members – and extended email list	Monthly
Library Display A3 - all 4 branches - display cabinets provided	Monthly
Optional - six banners – Hampton Street ends of Beach end South Roads. Placed at start and midpoint of the series.	2 over series February July

Bayside City Council collects your personal information for the purpose of promoting your business as part of the 2009 Seminar Series. Your information may be displayed on the Bayside Business website, Bayside City Council website and via local media outlets.

If you do not provide complete information, we may be unable to process your application. If you have any queries or wish to gain access to your information, please contact Bayside City Council's Urban Strategy and Culture Unit on 9599 4444.