



MELBOURNE *regional*
CHAMBER of East
Central Florida

**BUSINESS
RESOURCE
GUIDE**

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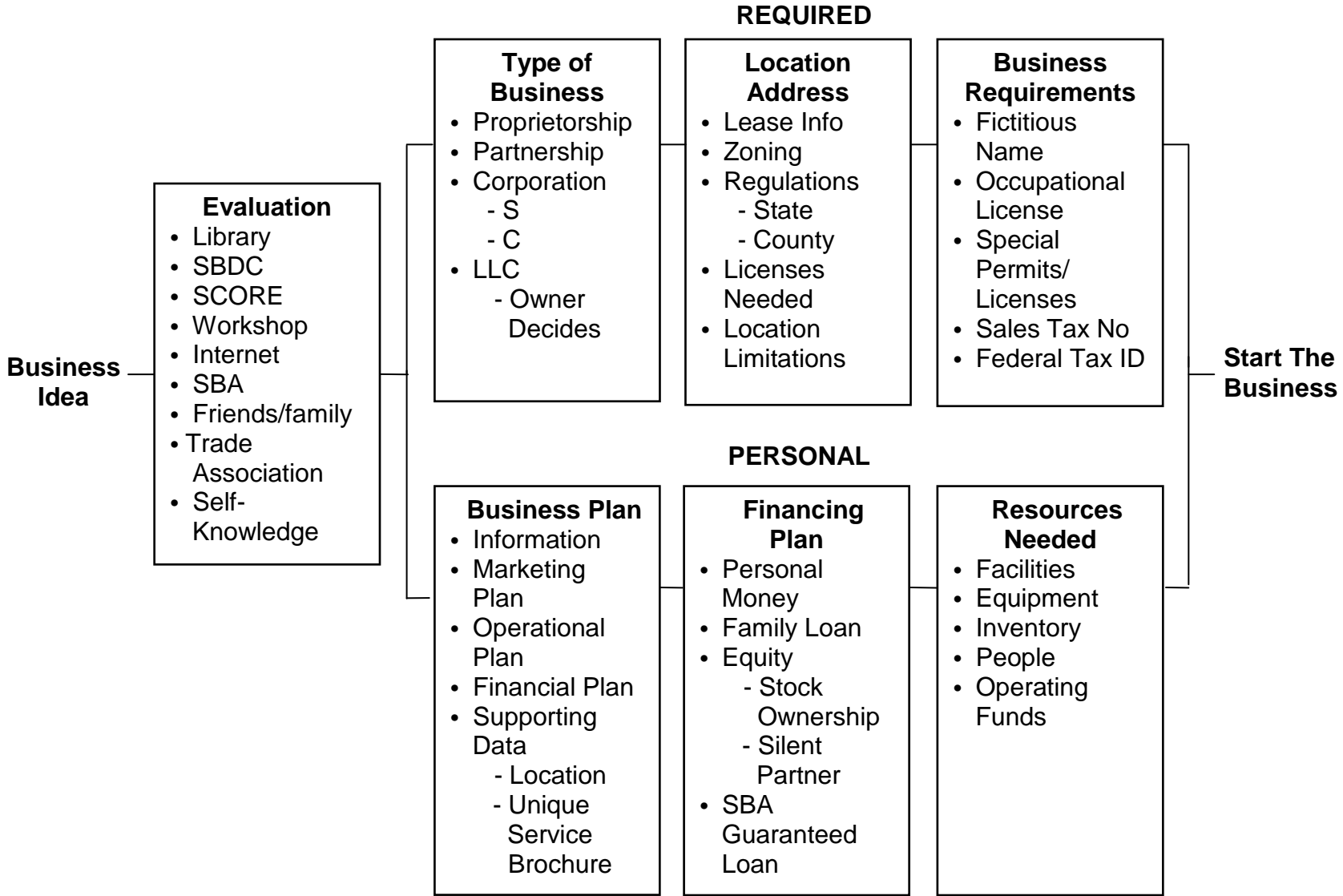
INTRODUCTION

This Business Resource Guide is a compilation of business resources intended to provide assistance to those interested in starting a business as well as a resource for existing businesses interested in obtaining additional information and expertise to further enhance their success.

The Business Resource Guide is a project of The Melbourne Regional Chamber of East Central Florida's Small Business Committee whose mission is to connect small business members with networking opportunities, information, assistance and resources that will help them best utilize their membership and contribute to their success.

If you are not a member of The Melbourne Regional Chamber, we invite you join and protect the investment you have made in your own business by establishing a network of contacts, taking advantage of educational opportunities, and participating in Chamber events, all designed to help you succeed in business.

Getting Started in Business Flow Chart



Licensing/Registration

- Many business and professions are licensed by the state and/or county.
- Local occupational licenses are also required for most businesses and are issued by the city clerk and county tax collector in most areas.
- Local government agencies issue certificates of occupancy and zoning permits to operate a business in a particular area, including home-based businesses.
- For information on state-regulated professions and businesses, contact the Florida State Department of Business & Professional Regulations.
- For information on county-regulated professions and businesses, contact Brevard County License Regulation and Enforcement Division.

Division of Corporations (Florida Department of State)

State agency for business entity filings, annual reports, fictitious names, trademarks and service marks.

Mailing Address: **Department of State Division of Corporations Corporate Filings**
P.O. Box 6327
Tallahassee, FL 32314

Physical Address: 409 E. Gaines Street, Tallahassee, FL 32399

Division of Corporations Telephone Directory:

All General Inquiries	(800) 755-5111
Amendments/Dissolutions/Withdrawals	(850) 245-6050
Annual Reports	(850) 245-6056
Certification/Copy Requests	(850) 245-6053
Corporate Reinstatements	(850) 245-6059
Fictitious Name Filings (Registrations, Renewals)	(850) 245-6058
Florida Profit & Non-Profit Articles	(850) 245-6052
Internet Assistance	(850) 245-6939
Lien Filings (Federal Tax Liens)	(850) 245-6051
Lien Filings (Judgment Liens)	(850) 656-7463
Limited Liability Company (LLC) Filings	(850) 245-6051
Mergers/Registered Agent Changes	(850) 245-6050
Partnership Filings (General, Limited, Limited Liability)	(850) 245-6051
Trade & Service Mark Filings	(850) 245-6051

FLORIDA TODAY Newspaper

Ph: (321) 242-3500

Website: www.floridatoday.com

- Local area daily newspaper used to insert a notice of fictitious name (if the business will be conducted under a name other than your own) and record affidavit at the County Courthouse.

- In addition, you must insert a Notice of Intention to Purchase under Bulk Sales Law, if the stock of goods, wares, or merchandise and/or business fixtures or equipment of existing business is being purchased.

Brevard County Government Services Government Center

2725 Judge Fran Jamieson Way

Melbourne, FL 32940

Ph: (321) 633-2000

Website: <http://countygovt.brevard.fl.us/>

- Contractor Licensing Regulation & Enforcement (321) 633-2058
- Environmental Health Services (State agency) (321) 633-2100
- Planning & Zoning (Growth Management) (321) 633-2069
- Land Development & Site Plan Review (321) 633-2065
- Building Code (Pulling Building Permits) (321) 633-2072
- Permitting & Enforcement (321) 690-6875
- Property Appraiser - www.brevardpropertyappraiser.com
 - Melbourne Office (321) 255-4440
 - Palm Bay Office (321) 952-4574
 - **Titusville Office (Main) (321) 264-6700**
 - Viera Office (321) 690-6880
- Occupational Licenses - www.brevardtaxcollector.com
 - Melbourne Office (321) 255-4453
 - Merritt Island Office (321) 455-1413
 - Palm Bay Office (321) 952-6325
 - Titusville Office (321) 264-6910

Cities & Municipalities in South Brevard County

Indialantic Town Hall

216 Fifth Avenue

Indialantic, FL 32903

Ph: (321) 723-2242

Website: www.indialantic.com

Indian Harbour Beach City Hall

2055 S. Patrick Drive

Indian Harbour Beach, FL 32937

Ph: (321) 773-3181

Website: <http://www.indianharbourbeach.org/>

Malabar Town Hall

2725 Malabar Road

Malabar, FL 32950

Ph: (321) 727-7764

Website: www.malabartown.org

Melbourne City Hall

900 E. Strawbridge Avenue

Melbourne, FL 32901

Ph: (321) 727-2900

Website: www.melbourneflorida.org

Melbourne Beach Town Hall

507 Ocean Avenue

Melbourne Beach, FL 32951

Ph: (321) 724-5860

Website: www.melbournebeachfl.org

Melbourne Village Town Hall

555 Hammock Road

Melbourne Village, FL 32904

Ph: (321) 723-8300

Palm Bay City Hall

120 Malabar Road SE

Palm Bay, FL 32907

Ph: (321) 952-3400

Website: www.palmbayflorida.org

- Micro Loan Program assists new & existing businesses by providing up to \$15,000 for working capital and/or fixed assets. Available only to businesses that are unable to secure funding through traditional lending sources.
- Palm Bay Economic Development Loan Program (PEDL) is a gap financing program with up to \$25,000 available at a fixed rate of 3% - 3.5% per annum for a period not to exceed 15 years. Designed to assist businesses and entrepreneurs who wish to expand or relocate their business, all of which either create or retain a majority of jobs for low to moderate-income persons.

Palm Shores Town Hall

5030 Paul Hurtt Lane

Palm Shores, FL 32940

Ph: (321) 242-4555

Website: www.townofpalmshores.org

Satellite Beach City Hall

565 Cassia Blvd.,
Satellite Beach, FL 32937
Ph: (321) 773-4407
Website: www.satellitebeach.org

West Melbourne City Hall

2285 Minton Road
West Melbourne, FL 32904
Ph: (321) 727-7700
Website: www.westmelbourne.org

TAXES

- In addition to federal taxes such as corporate income tax and unemployment tax, most businesses in Florida are required to pay state taxes such as sales and use tax, discretionary sales surtax (local option taxes), unemployment tax, communications services tax, corporate income tax, and use tax on out-of-state purchases.
- Certain businesses must also pay tangible or intangible personal property tax. Florida law requires many businesses to e-file their tax returns. Businesses must pay electronically through www.myflorida.com/dor, if they pay more than \$30,000 per year in sales or fuel tax; have 10 or more employees on whom they pay unemployment tax in any calendar quarter; or remit any fuel tax or file consolidated tax returns for locations in more than one county.
- Contact the agencies listed below to determine your business tax responsibilities.

Florida Department of Revenue

Cocoa Service Center
2428 Clearlake Rd., Bldg. M
Cocoa, FL 32922-5731
Ph: (321) 504-0950 (local office) (800) 352-3671 (state office)
Website: www.myflorida.com/dor/

- The Florida Department of State handles corporate filings, fictitious name and partnership registrations.
- The Florida Department of Revenue collects state taxes. Businesses obtain a Florida Sales Tax number and report sales tax collections monthly to the Department.
- You can register to collect and/or pay tax in Florida and enroll to file and/or pay tax electronically via the Department's Website at www.myflorida.com/dor and clicking on "e-Services."
- If do not have Internet access, you can obtain a paper "Application to Collect and/or Report Tax in Florida" (form DR-1) from your local DOR Service Center.

Internal Revenue Service

Internal Revenue Service (local office)

129 W. Hibiscus Blvd., Suite D

Melbourne, FL 32901

Ph: 1-800-829-3676

Federal Tax Information:

Ph: 1-800-829-1040

Website: www.irs.gov

- The IRS Provides information on employee withholding taxes (income and Social Security taxes), company taxes, federal unemployment taxes, and obtaining an Employer Identification Number (EIN).
- The IRS also conducts free small business workshops.
- Taxpayers can call 1-800-829-4933 to obtain an Employer Identification Number (EIN). Detailed information and an electronic SS-4 can be found at: www.irs.gov/businesses/small and click on link titled "Employer ID Numbers (EINs)."

Social Security Administration

Social Security Office – South Brevard

2301 W. Eau Gallie Blvd.

Melbourne, FL 32935

Ph: (321) 255-5510 or 1-800-772-1213

Website: www.ssa.gov

- Employers must withhold social security and Medicare taxes from employees' wages and pay a matching amount. These taxes have different rates and only the social security tax has a wage base limit. There is no wage base limit for Medicare tax; all covered wages are subject to Medicare tax.
- To learn more about the five major benefits covered by Social Security taxes (retirement, disability, family benefits, survivors and Medicare), please refer to the Social Security Administration's Website.

GOVERNMENT AGENCIES – STATE & LOCAL

Enterprise Florida, Inc. (Headquarters)

390 N. Orange Ave, Suite 1300

Orlando, FL 32801

Ph: (407) 316-4600

- Enterprise Florida, Inc. (EFI) is the public-private partnership responsible for leading Florida's statewide economic development efforts. The organization's mission is to diversify Florida's economy and create better paying jobs for its citizens by supporting, attracting and helping to create businesses in innovative, high-growth industries.

- EFI focuses on high-value sectors such as: international commerce, information technology, life sciences, aviation/aerospace, homeland security/defense, financial/professional services and modeling/simulation/training (part of IT).

Florida Division of Corporations (Secretary of State)

Department of State - Division of Corporations

Corporate Filings

P.O. Box 6327

Tallahassee, FL 32314

Ph: 1-800-755-5111

Website: www.dos.state.fl.us/doc/

- The Division of Corporations is a ministerial filing agency which serves as the statewide central repository for business entity filings and annual reports, the statewide central filing office for judgment lien filings, and the statewide central registration office for fictitious names, trademarks and service marks. The Division is also the resource for information contained in these records.

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Florida Department of Business & Professional Regulation

DBPR Customer Contact Center

1940 North Monroe Street

Tallahassee, FL 32399-1027

Ph: 1-850-487-1395

Website: www.dos.stat.fl.us/dbpr/

- The Florida Department of Business & Professional Regulation oversees the licensure and regulation of nearly 200 classes of professions and occupations. Our regulatory reach is extensive, encompassing the hospitality industry, pari-mutuel wagering, licensed professions and occupations, alcohol and tobacco sales, and real estate, mobile homes and condominiums.

Florida Department of Financial Services

FLDFS - Central Florida Region Office

Hurston Building, South Tower

400 W. Robinson Street, Suite 225

Orlando, FL 32801-1799

Ph: (407) 245-0760

Toll-Free: 1-800-342-2247 (Florida residents only)

Website: www.fldfs.com

- Regulatory and licensing department for state-chartered lending institutions, mortgage brokerage & lending, consumer finance loans, securities, certified capital companies, retail installment sales, commercial collection agencies, funeral and cemetery services.

**Department of Labor
Florida Division of Worker's Compensation**

Bureau of Compliance
400 W. Robinson Street
Room 211, North Tower
Orlando, FL 32801-1756
Ph: (407) 245-0896
Website: www.fldfs.com/wc/

- Under the Florida Department of Financial Services, this Division operates to ensure the self-execution of the workers' compensation system through educating and informing all stakeholders in the system of their rights and responsibilities, compiling and monitoring system data, and holding parties accountable for meeting their obligations.

Unemployment Compensation Division - Information for Employers

Agency for Workforce Innovation
107 East Madison Street
Caldwell Building
Tallahassee, FL 32399-4120
Website: www.floridajobs.org/unemployment/empruc.htm

- Agency responsible for implementing policy dealing with workforce development programs, welfare transition, unemployment compensation, workforce information services and labor market information.

State of Florida - Government Directory Assistance
Ph: (850) 488-1234

State of Florida - State Information Operator
Ph: (407) 245-1700

Assistance Organizations

45th Space Wing
1201 Minuteman Street, Bldg. 423, Room C-110
Patrick Air Force Base, FL 32925
Ph: (321) 494-2207
Fx: (321) 494-5599
E-mail: linda.sherod@patrick.af.mil
Contact: Linda Sherod

Purpose:	Counsel small businesses on how to do business with the Air Force at Patrick Air Force Base
Hours:	Mon - Fri - 7:30 AM - 4:15 PM
Client Base/Fees:	Serve all clients

Better Business Council (BBC) of Melbourne Regional Chamber of East Central Florida

1005 E. Strawbridge Avenue

Melbourne, FL 32901

Ph: (321) 984-8454

Fx: (321) 725-2093

E-mail: bbc.melpb-chamber.org

Website: www.melbourneregionalchamber.com

Contact: Chuck Galy *or* Lisa Rouede

- Purpose:** Provide membership referral services, free arbitration and consumer education
- Resources:** Member/complaint database
- Meeting Date:** Fourth Wednesday of each month at 8:00 a.m.
- Client Base/Fees:** Membership fees \$150 per year. Qualifications to join include: A current member in good standing of The Melbourne-Palm Bay Area Chamber of Commerce, properly licensed & insured, in business locally for at least six months, and no outstanding or unresolved complaints filed with the BBC against your business.

Brevard Community College Regional Small Business Development Center

3865 N. Wickham Road

Melbourne, FL 32935

Ph: (321) 632-1111

Fx: (321) 634-3721

E-mail: peakev@brevard.cc.fl.us

Website: www.brevard.cc.fl.us

Contact: Vicky Peake Ext. 5574 *or* Sandy Pfrimmer Ext. 5570

- Purpose:** Assist entrepreneurs through counseling, seminars, and workshops. Promote economic development by responding to the needs of small businesses in Brevard. Provide business professionals an opportunity to contribute to the community through volunteering as a consultant to business owners.
- Resources:** Counseling with certified volunteer business analysts, small group counseling, roundtables and training programs. Special international quality and electronic data interchange programs.
- Meeting Dates:** Various times at main college office and Melbourne-Palm Bay Area and Cocoa Beach Chambers.
- Client Base/Fees:** Assist business start-up and enhance existing businesses with FREE roundtables and coordinator counseling.

Brevard Manufacturers & Technology Association

751 North Drive

Melbourne, FL 32934

Ph: (321) 308-7265

Fx: (321) 308-7266

Website: www.brevardmta.com

E-mail: brevardmta@hotmail.com

Contact: Meg Vona

- Purpose:** To support and strengthen the manufacturing and high technology community of Brevard County.
- Resources:** Networking with other manufacturing and high technology companies and service providers, Internet WebPages Monthly Newsletter in Brevard Technical Journal.
- Meeting Time:** General meeting on third Tuesday of each quarter, 5:30 p.m. location varies.
- Client Base/Fees:** Any manufacturer or related business may join the association. Membership fees for manufacturing and high technology companies begin at \$125 per year and depend on size of company. Membership fees for service providers are \$300 per year.

Brevard Small Business Assistance Council

Hoyman Dobson & Company

215 Baytree Drive

Melbourne, FL 32940

Ph: (321) 255-0088

Contact: Debbie Bradley

Website: www.bsbac.org

- Purpose:** Promote the exchange of ideas, methods, experiences and general information among government agencies and contractor personnel in small business utilization programs.
- Resources:** Membership consists of federal, state, county, city, academic, legal, military or large private sector organizations interested in the development, operation, clarification, implementation and improvement of small business programs.
- Meeting Time:** Meet quarterly at various members' facilities within Brevard County.

Brevard Workforce Development Board

1519 Clearlake Road, Suite A116

Cocoa, FL 32922

Ph: (321) 504-2060

Fx: (321) 504-2065

Website: <http://www.brevardjoblink.org/>

Contact: Lisa Rice

Purpose: To facilitate and be the catalyst for training and educational services that are responsive to the employment needs of Brevard County.

Resources: Vocational/technical training; workforce development; business services; employee hiring; job preparation; resume writing; interview skills; employability skill training

Meeting Time: Board meeting - bimonthly, 3rd Friday, 8:30 a.m. at BCC Cocoa Administration Board Room.

Client Base/Fees: No charge for eligible customers; no charge for businesses hiring our customers

- Qualifications for Assistance: Laid-off workers or long-term unemployed; economically disadvantaged citizens and those with barriers to employment

Canaveral Port Authority and Foreign Trade Zone #136

P.O. Box 267
Cape Canaveral, FL 32920
Ph: (321) 783-7831
Fx: (321) 783-6223
E-mail: portcan@aol.com
Website: www.portcanaveral.org
Contact: Dixie Sansom

Purpose: Operation of deep water port and Foreign Trade Zone

Resources: Deep Water Port with cargo and cruise facilities.

Meeting Time: Commission meets on 3rd Wednesday of each month at 2:00 p.m.

Client Base/Fees: Start up and existing international, domestic and FTZ businesses.

- Qualifications for Assistance: Desire for import/export information.

Central Florida Innovation Corporation (CFIC)

12424 Research Parkway, Suite 350
Orlando, FL 32826
Ph: (407) 277-5411
Fx: (407) 277-2182
E-mail: csantos@cfic.org
Website: www.cfic.org
Contact: Christa Santos

Purpose: Provide business assistance to start-up and existing companies in Brevard County.

Resources: S.W.O.T Analysis, Concept to Business Plan, Business Plan to Development, Product Development, Manufacturing Sales and Marketing.

- Qualifications for Assistance: Call for more information.

The Library of Congress

U.S. Copyright Office
101 Independence Avenue S.E.
Washington, D.C. 20559-6000
Ph: (202) 707-3000
Website: <http://www.loc.gov/>

Copyright Hot Line: (202) 707-9100
Information Line: (202) 707-3000

Economic Development Commission of Florida's Space Coast

571-Y Haverty Court
Rockledge, FL 32955
Ph: (321) 638-2000 or 1-800-535-0203
Fx: (321) 633-4200
E-mail: edcfsc@edc-space.org
Website: www.spacecoastedc.org
Contact: Lynda Weatherman

- Purpose:** To create value-added jobs for the Brevard County community through the recruitment and retention of industry.
- Resources:** General demographics, market research, labor and wage analysis, industrial building availability and marketing, directory of manufacturers, and confidential site relocation assistance.
- Client Base/Fees:** No charge for assistance. Services for existing, new and relocating industry (manufacturing and high tech mainly), as well as the general public.

Electronic Commerce Resource Center

685 Greenwood Manor Circle
W. Melbourne, FL 32904
Ph: (321) 724-2698
Fx: (321) 951-0069
E-mail: mkmerry@digital.net
Website: www.se.commerce.net/floridaedi/
Contact: M. Kathryn Merry

- Purpose:** To promote awareness and implementation of electronic commerce and related technologies into the U.S. integrated federal industrial base.
- Resources:** Training, outreach and consultation
- Meeting Date:** Varies as needed
- Client Base/Fees:** Existing Industry/Businesses, no fees

- Qualifications for Assistance: Seminars are established on an as requested basis. Minimum of 15 required.

Florida/NASA Business Incubation Center

1311 N. Hwy US 1
 Titusville, FL 32796
 Ph: (321) 383-5200
 Fx: (321) 383-5273
 E-mail: Trainey@TRDA.org
 Website: www.trda.org
 Contact: Thomas Rainey

Purpose: A business incubator for technology based entrepreneurs. Sponsored by NASA, TRDA and BCC.

Resources: Office space, seminars, NASA commercialization opportunities, free technical assistance for businesses through NASA/KSC.

Meeting Date: Seminar and workshop dates vary.

Client Base/Fees: Most are free and open to public. Incubator is for technology-based start-ups. Off-site clients are existing companies.

- Qualifications for Assistance: Technology based entrepreneur or small business start up (product oriented). Office space is not available to consultants or service only companies.

Founders Forum

c/o: Frese, Nash & Tropy, P.A.
 930 S. Harbor City Blvd., Suite 505
 Melbourne, FL 32901
 Ph: (321) 984-3300
 Email: info@foundersforum.com
 Website: www.foundersforum.com
 Contact: Leslie Weaver or Gary Frese

Purpose: Non-profit Corporation dedicated to the needs of entrepreneurs.

Meeting Date: Series of dinner meetings arranged yearly. Announced on a line card and through Brevard business publications.

Client Base/Fees: No membership fees. Board arranges monthly dinner meetings.

Home Based Business Association

Ph: (321) 433-5574
 Contact: Vicky Peake at BCC Regional Small Business Development Center.

Purpose: Working to form a support for home-based businesses.

Resources: Workshops/roundtables offered every other month.

Meeting Date: Listed in Roundtable brochures

Client Base/Fees: None

Home Builders & Contractors Association of Brevard (HBCA)

1500 W. Eau Gallie Blvd.

Melbourne, FL 32935

Ph: (321) 254-3700

Fx: (321) 259-9504

Contact: Franck Keiser

- Purpose:** Trade Association for the Construction & Home Building Industries. Development of professionalism. Education of members. Promotion of better service to the buying public.
- Resources:** Remodelers Council referral service - 768-9412. Housing problems assistance. Educational seminars for the public.
- Meeting Date:** Monthly meetings of committees and leadership.

Florida Society of Accounting & Tax Professionals - Space Coast Chapter

115 Hickory Street, Suite 202

W. Melbourne, FL 32904

Ph: (321) 951-2888

Contact: Lois A. Fredericks

- Purpose:** To develop and maintain professional status for the non-CPA accountant.
- Resources:** Local chapter, local seminars, state convention and monthly meetings.
- Meeting Date:** First Monday of each month.
- Client Base/Fees:** Members qualified to work with large and small businesses not requiring a CPA.

Florida Society of Enrolled Agents - Space Coast Chapter

3585 N. Courtenay Pkwy, Suite 2

Merritt Island, FL 32953

Ph: (321) 459-3210

Fx: (321) 459-9472

Contact: Ann Shroll

- Purpose:** Education - public awareness of taxpayer rights. Assist the business community in tax/filing procedures.
- Resources:** National Association of Enrolled Agents (affiliate). They provide technical assistance, government relations info, education - they are a 10,000-member organization based in Washington D.C.
- Meeting Date:** Third Wednesday (do not meet during tax filing season).
- Client Base/Fees:** Small Businesses - sole proprietors, partnerships and corporations. Fees based on work done. Consulting with start-up and existing businesses.

- **Qualifications for Assistance:** EA's are licensed by U.S. Treasury Department to represent taxpayers before the IRS in all matters of taxation. Required to have 30 hrs of CPE each year after initial 2-day exam in individual taxation, business corporation, partnerships, trusts, estates, fiduciaries, ethics and professionalism. Also, retired IRS employees with at least five years experience in specific tax areas such as exams and collections.

Foreign Trade Zone #136

P.O. Box 267
 Cape Canaveral, FL 32920
 Ph: (321) 783-7831
 Fx: (321) 783-3748
 E-mail: ftz136@aol.com
 Website: www.portcanaveral.org
 Contact: Susan Cossey

Purpose: As a Grantee of FTZ #136 they offer duty deferral programs for companies engaging in international business.

Resources: Marketing brochures, training, consultations.
 Meetings: By appointment.

Client Base/Fees: Client base companies who import/export, fee quoted.

Melbourne Regional Chamber of East Central Florida

1005 E. Strawbridge Avenue
 Melbourne, FL 32901
 Ph: (321) 724-5400 or 1-800-771-9922
 Fx: 321) 725-2093
 Website: www.melbourneregionalchamber.com
 Contact: Charles Galy, Senior Vice President

Purpose: To create an environment where businesses will succeed.

Resources: Publications available include: Demographics (Economic Profile), Directory of Manufacturers, maps, Fact Book on Brevard County, Relocation Guide, Visitors Guide, Technology Transfer Information and Reference materials. Networking functions to include: Monthly "Business Breakfast of Champions" Meetings, Tabletop Expos, Chamber Institute Business Seminars, Committee Meetings and various other events.

Meeting Date: First Thursday of month - Monthly Membership Breakfast - location varies; other committee meetings at various times throughout the month. Check the monthly newsletter and calendar of events for dates and locations.

Client Base/Fees: Businesses, civic, charitable and social service organizations as well as individuals. Membership fees are based on size of company and vary depending on number of employees, call for information/fees.

Midwest Research Institute (MRI)

1470 Treeland Blvd.

Palm Bay, FL 32909

Ph: (321) 723-4547

Fx: (321) 722-2514

Website: www.mriresearch.org

Contact: LeeAnn Smithson

Purpose: Chemical, Analytical, Biological, and Environmental Testing and Research; Education.

Resources: Over \$4 million in instrumentation, experienced PhD level staff affiliated with BCC, UCF and University of Florida.

Meeting Date: Hours Mon - Fri 8:00 AM - 5:00 PM

Client Base/Fees: Various industries requiring testing, analytical, problem solving and research facilities.

- Qualifications for Assistance: Provide assistance to small businesses needing access to equipment and experienced personnel.

National Association of Women Business Owners (NAWBO)**Florida Space Coast Chapter**

c/o: BCC Melbourne Campus, CM – 122

3865 N. Wickham Road - CM 122

Melbourne, FL 32935

Ph: (321) 632-1111

x 33201

or 32760

Fx: (321) 634-3721

Website: <http://www.nawbo.org/>

E-mail: Peake.V@A1.brevard.cc.fl.us

Contact: Vicky Peake or Barbara Butler

Purpose: To support and assist women business owners with finance, education and resources.

Resources: National and regional networks of women business owners.

Patent & Trademark Office

Applications for patents and trademarks can be obtained by contacting:

Commissioner of Patents and Trademarks

Washington D.C. 20231

Ph: (800) 786-9199

Website: www.loc.gov

The Reusable Resources Adventure Center (TRRAC)

(Formerly known as the Brevard Schools Recycle Center)

2255 Meadowlane Avenue

West Melbourne, FL 32904

Ph: (321) 729-0100

Contact: Walter Drew

Purpose: Collect, clean, safe materials from industry and business waste products to provide creative resources for education.

Client Base/Fees: Work with all businesses, no fees, ask for a donation proportional to savings in landfill fees when possible.

- **Qualifications for Assistance:** Accept a wide range of materials from paper & wood to foams, plastics, books and textiles.

Space Coast Chapter, National Minority Supplier Development Council

Main Office

200 Lake Ellenor Drive, Suite 242

Orlando, FL 32809

Ph: (407) 859-3901

Contact: Sue Matazusky, Malik Alik

Purpose: To develop minority businesses among the corporate members. To keep them informed of new laws and projects coming up.

Resources: Consortium fund available for minority businesses. Buyers and vendors' guides, annual trade fairs and vendor certification programs.

Meeting Date: Monthly in three Florida areas (Brevard, Orlando and Tampa).

Client Base/Fees: Corporate or minority. 15,000+ nationwide, all minority businesses, start-up or existing.

- **Qualifications:** 51% or more minority owned and operated.

Space Coast World Trade Council

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- **Purpose:** Advance international economic development in Brevard County and enhance membership professionalism through education, interaction and the exchange of information.

Resources: Library at Canaveral Port Authority, National Trade Data Bank, seminars and workshops.

Meeting Time: Monthly Membership meetings take place at various locations throughout Brevard County.

Client Base/Fees: International importers/exporters in all phases of business.