



# ASSISTANCE FOR BUSINESS CLINICS 2011

**\*\*HI-LIGHTED CITIES HAVE BEEN ADDED TO THE 2011 SCHEDULE\*\***  
 (2012 plans include all original cities)

## Presentations from the following agencies:

### Dept. of Labor & Industry

Wage & Hour

Human Rights

Unemployment Insurance Tax

Unemployment Insurance Benefits

Safety - Consultation Services

Workforce Services Division -  
Employer Services & Tax Credits

### Dept. of Revenue

- Withholding Tax

### Clinic Schedule:

Registration

7:30 to 8:00

Opening Remarks & Agency

Presentations

8:00 - 5:00

**LUNCH BREAK MAY VARY**  
**SLIGHTLY FROM CITY TO CITY**

The Assistance for Business Clinics are developed to assist NEW and ESTABLISHED employers, accountants, bookkeepers, human resource professionals and lawyers in constructing a proactive approach to prevent unnecessary claims and/or charges by providing updated reporting of state withholding, Unemployment Tax requirements, minimum wage laws, overtime laws, civil rights laws and federal tax incentives.

<u>City</u>	<u>Date</u>	<u>Location</u>	<u>Sponsor</u>	<u>Fee</u>
Billings	June 23	MSU Downtown Campus	MSU - Billings	\$50
Missoula	Sept. 7	Doubletree Hotel	Chamber of Commerce	\$50/60*
<b>Polson</b>	<b>Sept. 15</b>	<b>County Health Dept.</b>	<b>Job Service (JSEC)</b>	<b>\$40/35**</b>
Great Falls	Sept. 21	Chilis/Macaroni Grill	Chamber of Commerce	\$50/60*
<b>Butte</b>	<b>Sept. 27</b>	<b>War Bonnet Hotel</b>	<b>Chamber of Commerce</b>	<b>\$45</b>
<b>Lewistown</b>	<b>Oct. 5</b>	<b>Yogo Inn</b>	<b>Lewistown Chamber/JSEC</b>	<b>\$40/35**</b>
<b>Hamilton</b>	<b>Oct. 12</b>	<b>Bitterroot River Inn</b>	<b>Chamber of Commerce</b>	<b>\$35/40*</b>

Registration fees are set by the local sponsor to cover facility costs, including lunch. For more information or to register, please contact your local sponsor. Enrollment may be limited, so please respond as soon as possible. Send your registration form and check payable to your local sponsor at least two weeks prior to the clinic. Sponsor addresses are listed on the back. \*Higher prices indicated are for participants that are not current chamber members and \*\* are for 2 or more attending participants. \*\*If special accommodations are needed notify local sponsor\*\*

### Registration Form - Assistance for Business Clinics

Name of Business \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ Town/Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_

# & Name(s) of Attendees \_\_\_\_\_

\*\*Check if needing CPE  (9.0 hrs.),  
 CLE  (7.75 hrs.) and/or  
 HRCI  (7.25 hrs.) credits.

# ASSISTANCE FOR BUSINESS CLINIC SPONSOR AND/OR CONTACT ADDRESSES

## Billings

College of Professional Studies  
MSU Billings Downtown Campus  
214 N Broadway Ste 414  
Billings MT 59101  
896-5887

## Missoula

Chamber of Commerce  
PO Box 7577  
825 E Front Street  
Missoula MT 59807  
543-6623

## Polson

Job Service Employer Cmte  
417 B Main  
Polson MT 59860  
883-7885

## Great Falls

Chamber of Commerce  
100 1<sup>st</sup> Ave North  
Great Falls MT 59401  
761-4434

## Butte

Chamber of Commerce  
1000 George St  
Butte MT 59701  
723-3177

## Lewistown

Job Service Employer Cmte  
300 First Ave N  
Lewistown MT 59457  
538-8701

## Hamilton

Chamber of Commerce  
105 E Main  
Hamilton MT 59840  
363-2400