

The East Orange Board of Education will be conducting a Workshop for Minority and Local vendors entitled: How to do Business with the East Orange Board of Education (EOBOE)



Also Featuring PNC Bank

Topics to be discussed from PNC Bank: *Merchant Services *Business Accounts * Credit Card Services and process * Remote Deposits
Lisa Denise Ricks, Business Banking Center Manager (973) 414-2011 - 565 Main Street, East Orange, NJ 07017

TOPICS TO BE DISCUSSED WILL INCLUDE:

- How to become a certified minority vendor with the State of New Jersey.
- How to fill out the various forms included but not limited to a bid package.
- How to navigate our website for potential business opportunities.
- Share useful information regarding other business related websites.
- Explain the difference between quotes and bids.
- Discuss the process for SDA (School Development Authority) for new schools.

PURPOSE:

- To inform local business owners on how to become an approved vendor with the EOBOE.
- Increase awareness of the various resources available for small business owners via the internet.

NOTE: This FREE workshop will be approximately 2 hours long, PLEASE BRING BUSINESS CARDS.

If you are interested in attending, please RSVP by calling Audrey Young of the Purchasing Division @ (973) 266-5742 Ext: 28267 no later than 3:00 pm Wednesday, April 19, 2017

You may also email your RSVP to: a.blanc@eastorange.k12.nj.us

When: Wednesday, April 26, 2017 beginning at 6:00 pm.

**Where: 199 4th Avenue, East Orange, NJ 07017
Conference Room A, 5th Floor.**