



## Small Business Smart Business Administrators

### REGIONAL WA

#### Gascoyne/Pilbara/Kimberley

Small Business Centre West Kimberley

E: [manager@sbcwk.com.au](mailto:manager@sbcwk.com.au)

T: 9193 6622

F: 9193 5947

W: [sbcwk.com.au](http://sbcwk.com.au)

#### Great Southern/Goldfields/Esperance/Wheatbelt South

Albany Business Centre

E: [admin@albanybusinesscentre.com.au](mailto:admin@albanybusinesscentre.com.au)

T: 9841 8477

F: 9841 8197

#### Midwest/Wheatbelt

Small Business Centre Central Coastal

E: [sbcadmin@oceanbroadband.net](mailto:sbcadmin@oceanbroadband.net)

T: 9655 1068

F: 9655 1621

W: [centralcoastalbusiness.com.au](http://centralcoastalbusiness.com.au)

#### South West/Peel

Small Business Centre Bunbury-Wellington

E: [manager@sbcbw.asn.au](mailto:manager@sbcbw.asn.au)

T: 9791 2666

F: 9791 6646

W: [sbcbw.asn.au](http://sbcbw.asn.au)

### METROPOLITAN WA

#### Fremantle

Coastal Business Centre

E: [admin@coastalbusinesscentre.com.au](mailto:admin@coastalbusinesscentre.com.au)

T: 9430 8569

F: 9430 8579

W: [coastalbusinesscentre.com.au](http://coastalbusinesscentre.com.au)

#### Gosnells

Small Business Centre South East Metro

E: [admin@sbcsem.com.au](mailto:admin@sbcsem.com.au)

T: 9398 6333

F: 9398 6444

W: [sbcsem.com.au](http://sbcsem.com.au)

#### Midland

North East Metropolitan Chamber of Commerce

E: [nemcc@westnet.com.au](mailto:nemcc@westnet.com.au)

T: 9250 3722

F: 9274 3369

W: [nemcc.com.au](http://nemcc.com.au)

#### Stirling

Small Business Centre - Stirling

E: [training@stirlingbec.com](mailto:training@stirlingbec.com)

T: 9240 6337

F: 9240 6393

W: [sbcstirling.com.au](http://sbcstirling.com.au)

#### Wanneroo/Joondalup

City of Wanneroo

E: [economic@wanneroo.wa.gov.au](mailto:economic@wanneroo.wa.gov.au)

T: 9405 5000

F: 9405 5499

W: [wanneroo.wa.gov.au/business](http://wanneroo.wa.gov.au/business)

Your nearest Small Business Smart Business Administrator is:



Department of  
Education  
and Training

# Get up to a \$200 Small Business Smart Business training voucher



**Do you operate a home based business?**

**Are you self employed?**

**Do you employ fewer than 20 people?**

If so, you can benefit from training through the Small Business Smart Business Program.

**Small Business Smart Business offers businesses like yours up to \$200 to access business training.**

The first \$100 is available for training **without** a co-payment contribution. For every dollar you spend on training over this amount, Small Business Smart Business will pay you 50 per cent of the cost to a maximum of a further \$100.

So if you spend a minimum of \$300 on business training you can get back \$200!

## Training vouchers for business training

**You can purchase training to improve your skills and knowledge in areas such as:**

- workplace management
- financial planning and management
- applied safety and risk management
- debt collection and management
- e-business
- strategic business planning
- marketing and advertising
- business development
- exporting.

**You may also wish to consider:**

- coaching
- mentoring programs.

**Training vouchers can also be used to attend relevant conferences or seminars that improve the management of your business.**

## Eligibility

**To be eligible for the training vouchers:**

- you must be a small business owner/operator or manager of a for-profit organisation holding an ABN
- you must have your eligibility and training approved by your selected Small Business Smart Business Administrator, **before commencing training.**

## How to apply

Small Business Smart Business training vouchers are only available through Small Business Smart Business Administrators.

Your local Small Business Smart Business Administrator can assist you in **selecting** and **accessing training** that would most benefit your business and in **locating a suitable training provider.**

**This service is absolutely free!**

To find your nearest Administrator, check the back of this brochure.

**HURRY AS VOUCHERS ARE LIMITED.**

