

Start Up Guide



Aim Higher in Life with Youth Enterprise



Start Up Guide



Welcome to the Youth Enterprise Start Up Guide

This start up guide is aimed at young people aged between 14-25 years, interested in starting up in business.

It highlights the actions you will need to consider when:

- ***Starting a new business***
- ***Expanding an existing business***
- ***Starting a community project***
- ***Accessing grants and financial support***
- ***Progressing your enterprise education***

Whatever your current situation, additional support is also available from the Youth Enterprise office. Call today on 01482 839479 to speak to an enterprise advisor.



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1. Introduction

If you are a young person in Hull with an ambition to start your own business, the Youth Enterprise programme is a great resource to make your idea happen.

Starting a business and keeping it going during the early stages, is a challenge for anyone, however young people can find it particularly hard to make their business ideas a reality.

Issues such as lack of finances, lack of credit history/assets, lack of experience are the three main factors holding back young people.

That's where Youth Enterprise comes in. We will provide the guidance and support needed to help young entrepreneurs succeed.

It won't be an easy process but with hard work and dedication you can make a real change to your life!

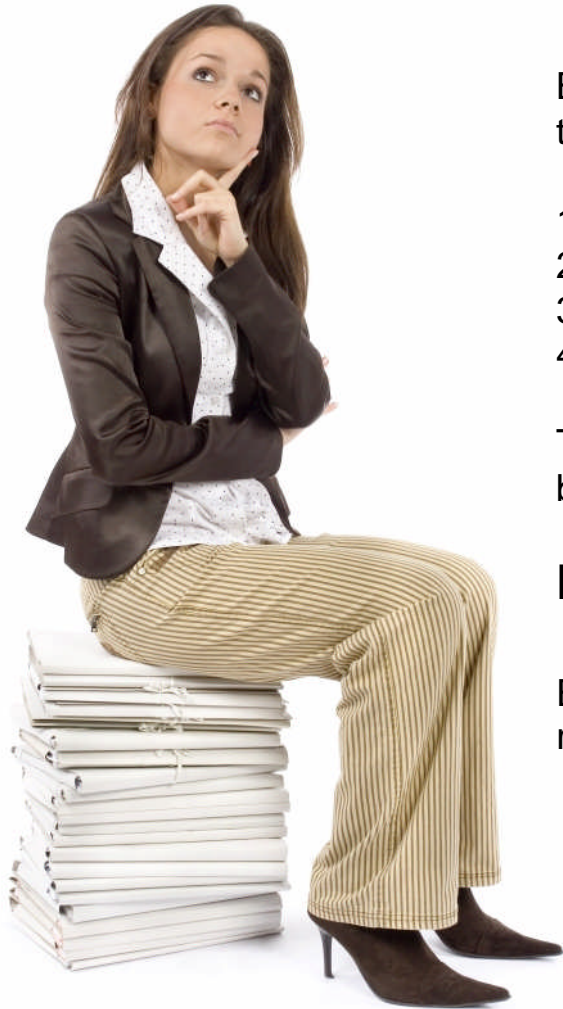
Aim Higher in Life with Youth Enterprise!



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2. Have you got what it takes?



Before launching a business, it's worth thinking through your ideas and taking a look at YOU.

1. Do you have what it takes?
2. Can you work long hours to get your business off the ground?
3. Are you ready to make sacrifices to your social life?
4. Can you or your family cope with a temporary drop in your income?

These are just a few situations you may face in the early stages of your business so you should be preparing yourself for these now.

Find out if you have what it takes!

Evaluate your own skills and make judgments about whether you're ready to own your own business?

Take the Youth Enterprise self assessment test >>

2. Have you got what it takes?

Am I an Entrepreneur?

The following questions are designed to help you analyse whether or not you have what it takes to be an entrepreneur.

There are no right or wrong answers. You just need to be honest with yourself when answering the questions.

The results will give you an indication of whether you share the typical traits of an entrepreneur and allow you decide whether self employment is the best route for you.

It should take you only 10 minutes to complete the test.



How to complete the test

Read the statements on the next two pages. Imagine yourself in these situations and tick **Yes** if you agree with the statement and **No** if you disagree. When you have finished add the total numbers Yes & No ticks and read the results.

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2. Am I an Entrepreneur?

Self Assessment Test

		YES	NO
1.	Do I really have the desire to be my own boss rather than work for someone else?		
2.	Am I a self-starter?		
3.	Do I have management skills (managing finances, employees etc?)		
4.	Do I have experience in the type of business I am interested in starting up?		
5.	Do I see things through to the end?		
6.	Am I a well-organised person?		
7.	Do I have the desire to lead and direct others?		
8.	Can I make decisions quickly if I have to?		
9.	Do I have good health and a high level of energy?		
10.	Do I have the financial resources + good credit I need to begin?		
11.	Can I cope with earning low money in the early years?		
12.	Can people (customers and employees) trust what I say?		
13.	Do I have the need to set and achieve difficult goals and challenges?		
14.	Do I have the desire to be innovative and creative?		
15.	Do I prefer having a plan of action (business plan) before I begin an activity?		

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2. Am I an Entrepreneur?

Self Assessment Test

		YES	NO
16.	Is my partner and / or family supportive of my plan?		
17.	Am I on time for appointments?		
18.	Am I willing to work the long hours it takes to be an entrepreneur?		
19.	Do I have the desire to stick with the business even in troubled times?		
20.	Am I willing to do all the tasks necessary for operating my business?		
21.	Even though it's scary to try something new, am I the kind who tries it?		
22.	If I want something, I ask for it rather than wait for someone to notice and just give it to me?		
23.	Even though people tell me it can't be done, I have to find out for myself?		
24.	I want to be financially independent.		
25.	I'll speak up for an unpopular cause if I believe in it.		
26.	Can I take risks with money, that is, invest, and not know the outcome?		
27.	Have I taken a risk in the last 6 months?		
28.	Do I like trying new food, new places, and totally new experiences?		
29.	Can I walk up to a total stranger and strike up a conversation?		
	TOTAL SCORE		

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2. Am I an Entrepreneur?



Self Assessment Test Results

The point of this test was to get **YOU** thinking more honestly about if you have what it takes to start a business. We presented you with a series of scenarios/statements that a typical entrepreneur may face each day in business. You decided whether the statement applies to you or not. So lets add up your scores.

Over 20 YES answers

You share the traits of an entrepreneur and probably have what it takes to become an entrepreneur.

Between 10-19 YES answers

Whilst you share traits of an entrepreneur you may need assistance to reinforce the areas where you are weak.

Between 0-10 YES answers

If the majority of your answers are NO, then entrepreneurship will not come easily to you and you may find it is not the best option for you.

Whatever the outcome of your test the decision to start a business is yours. You may benefit from talking with a Youth Enterprise advisor. It won't cost you a thing. Call us on **01482 839479** today.

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3. Starting a business

People who start their own business can be put into two groups. You will either be developing an existing hobby or skill into a business or you may want to start a business, but have no real idea about what you would like to do. Which group do you fall into?

If you have no clear idea of what you want to do, it is wise that you examine this further. Call us on 01482 839479 to talk to an advisor or drop in at the Youth Enterprise Centre.

When you are more confident about your idea you will need to start making more important decisions and start focusing your time on:

- *writing your business plan,*
- *researching legal requirements*
- *learning more about TAX & VAT*
- *securing finance if you need it*
- *planning sales & marketing techniques for your idea*
- *recruiting staff if you need some*
- *planning a website for your business*

This guide will act as a reference guide helping you answer these questions and signposting you to companies for extra assistance.



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4. Considerations for young people

Everybody setting up a business will face challenges, however there are financial and legal restrictions that apply to young people that need to be considered.

Lack of money

Unless you have your own cash to invest in your business idea you will need to find an alternative source to fund your idea. If you are aged under 18 you are legally considered to be a young person and as a result of that you cannot obtain finance from banks. We identify a few sources of finance available for young people later in this guide.

Mixing Work/School/College Balance

Young people are further restricted by their age. Those under 16 are regulated by when they can begin work and the number of hours they can work per week. By law all people under 16yrs **MUST** receive a full time education. Please refer to the table on the following page to learn more about age restrictions facing young people.

Lack of experience

A lack of business experience is another obvious obstacle to getting your business started. You may feel insecure about talking with business people; Confused by all the business practices or feel like your ideas are not being taken seriously. Talking with people who have been in the same situation you find yourself in now is always helpful. They can give you hints and tips to deal with potential problems. This is called mentoring and will be examined in a later section of this guide.



4. Considerations for young people

Age requirements affecting young people

13	14	15	16	17	18
It is a legal requirement for everyone aged 5-16 to receive full time education.					At 18 you can apply for business accounts, loans, credit cards, insurance etc
By law no child under 13 can be employed (except actors)	Legal age for a young person can start paid work is 14.		Minimum school leaving age is 16		Can take out insurance agreements
	Can work no more than 12 hrs a week during school terms with 1 hr before school.				You must be over 18 to sell alcohol
	Can work no more than 25 hrs a week during school holidays	Can work no more than 35 hrs a week during school holidays			
	Work for no longer than 5 hrs on Saturday or during a school holiday	Work for no longer than 8 hrs on Saturday or during a school holiday			
Cannot open a business account or be allowed to borrow money or have a credit card.					

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5. Planning for success

Starting a business is a huge step. You have to have a good idea, research all the details needed to put it into operation, and be firmly convinced and dedicated in your ability to make it work. Having it all worked out in your head is ok, but it's only when you take the time to create a written document that details all your thoughts that you realise how big the task ahead will be and what's involved in running a business. In your head, you've concentrated on the idea. In your business plan, you can examine the facts, figures and rules of running a business to make your idea successful. A business plan is designed to help you to:

- *Understand whether or not to go ahead with the idea.*
- *Determine if your idea will be a success.*
- *Estimate your start-up costs and how much you'll need to invest or finance.*
- *Convince lenders to fund your business.*
- *Identify potential problems so you that can solve them before they become disasters.*
- *Understand who your customers are or will be and how to best reach them.*
- *Establish your competitive position in the marketplace.*
- *Set goals for your business and identify how you will achieve those goals.*

A 3D graphic showing the word 'SUCCESS' in large, red, block letters. Below the letters is a crowd of white, stylized human figures. A red arrow points upwards from the crowd towards the word 'SUCCESS'.

It is easy to get hold of a free business plan template. Get started on your idea today by downloading the Youth Enterprise business plan or visit our website for a comprehensive list of business support agencies in Hull providing business plans and support.

We provide links to: **Princes Trust, Young Enterprise, Shell LiveWIRE, Sirius, Business Link and many more...**

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5. Planning for success

Deciding the legal structure of your business

Before starting your business you will need to decide the best legal structure of your business. Below is a list of legal structures that businesses may take. If you want to discuss these options please contact our Enterprise advisors on 01482 839479.

	SOLE TRADER	PARTNERSHIP	LIMITED LIABILITY PARTNERSHIP (LLP)	LIMITED LIABILITY COMPANY	FRANCHISE	SOCIAL ENTERPRISES
DEFINITION	A person who is in business alone and bears alone full responsibility for the actions/debts of the business.	Two or more people in business together. They share the risks, costs, and responsibilities of being in business.	Similar to an ordinary partnership - Liability is limited to the amount of money they have invested in the business and to any personal guarantees they have given to raise finance.	Limited companies exist in their own right. Shareholders may be individuals or other companies. They are not responsible for the company's debts unless they have given guarantees	Franchise is buying a license to use the name, products, services, and management support systems of the "franchiser" company.	A social enterprise is a business with primarily social objectives whose surpluses are principally reinvested for that purpose in the business or in the community.
ADVANTAGES	You are independent and your own boss. Easy to setup & run. All profits go to you.	Easy to setup & run. Range of skills and experience that the partners can bring to the business.	Personal liability is limited. No restriction on the number of members, (however 2 designated members - by law)	Your personal financial risk will be restricted to how much you invest in the business and any guarantees you have given in order to obtain financing.	Benefit from the success of an established business and support networks.	Social enterprises are businesses that trade for a social purpose and represent a diverse and growing range of business activity across the UK.
DISADVANTAGES	Lack of support – you make all the decisions You are responsible for any debts run up by your business.	Potential disagreements between partners. Both partners are responsible for any debts run up by the business.	Formation of an LLP is more complex and costly. Potential disagreements between members.	Extra legal duties, Accounts Records to Companies House	Freedom to manage the business is limited by the terms of the franchise agreement. Franchisees often pay a share of their turnover to the franchiser.	

5. Planning for success

Regulatory issues & licenses applying to your business

Now is the best time for you to research and confirm all the regulations and licenses that you will need to apply to your business idea.

These regulations and licenses are there to safeguard yourself, your business and the general public by ensuring that the product/services your business provides are legal, ethical, safe and fair. Regulations & licenses may cover a wide range of subjects including:

Food safety & Hygiene, Taxes and returns, Data protection, Alcohol and entertainment, Agriculture, Tobacco, & Consumer protection

Business Link provide online checklists that will give you all the information you will need on regulations/licenses that are required for your business idea. This checklist is free and is tailored to your business idea. Simply answer a few questions about your idea and you will have a full list of all the regulations/licenses you will need.

External Resources

Business Link Regulations & Licenses Checklist - www.businesslink.gov.uk



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6. Securing finance

Unless you have your own cash to invest in your business idea you will need to find an alternative source to fund your idea. If you are aged under 18 you are legally considered to be a young person and as a result of that you cannot obtain finance from banks. The main sources of finance available for young people are:

Under 18yrs	Over 18yrs
joint ventures with adults who can access finance from banks.	Loans
Shares – cashing in shares in your name	Business Bank Accounts
family loans – getting assistance from parents/grandparents	Overdrafts
Grants – cash awards from local enterprise agencies	Credit Cards



If you need to secure finance to help you get your business idea off the ground why not visit our funding page. Here you can learn more about local business start up grants or loans for the under 30's, including:

The John Cracknell Youth Enterprise Bank; The Princes Trust; New Entrepreneur Scholarship; Acorn Fund & Sirius.

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7. TAX & VAT

Throughout your business life you will need to pay taxes and these will differ depending on the type of business you start, whether you will employ staff or need to register for VAT.

UK taxes include: **Income tax, Income Tax Self-assessment, National Insurance contributions, Value Added Tax (VAT), Corporation tax, Business rates, Capital Gains Tax (CGT), Stamp duty, Importing and exporting.**

The best source of information relating to tax is available direct from HM Revenue & Customs. You can talk to the HM Revenue & Customs Advice Teams to understand your tax responsibilities. They provide free 1to1 advice and workshops from their team of business advisors, tailored for those new to self-employment.

Contact the HM Revenue & Customs Advice Teams on 01642 795037. They will talk through your business idea and either book you a workshop place or arrange for a business advisor to contact you.



www.hmrc.gov.uk



8. Financial Planning & Control

To succeed in business, one of your most important tools is good maintenance of your business records with correct use of financial planning & control.

If you do your finances right and keep them up to date you can answer important questions about your business, such as:

1. Are you making money, or losing it? How much?
2. Is your business ok or are troubles lurking ahead?
3. Can you afford to buy new equipment or take on staff?

Ensuring you have a good book keeping system is the foundation on which all of this valuable financial information can be built. We have developed a few finance templates that you can use for your business. Feel free to download these templates today.

Free Youth Enterprise Template Resources:

1. Business Plan
2. Personal Survival Spreadsheet
3. Cash flow Forecast
4. Profit & Loss
5. Balance Sheet



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9. Recruiting Staff

Recruiting an employee is a big investment for your business. When you recruit someone to work for you, you will have to invest time, money, training, and trust in the process.

If you do it right, you can move your business forward faster in a productive way; if you do it wrong, you can lose your investment of time, money, training and trust spent on that employee. You could also be subject to legal proceedings arising from unfair dismissal claims.

It's an important process with serious implications for the future of your business, and you should put in the time to examine your needs and to recruit the right way.

Business Link & HMRC provide online guides detailing things you must consider when recruiting staff.

External Resources

Business Link: Recruiting Staff – www.businesslink.gov.uk

HMRC: New employers – www.hmrc.gov.uk



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10. Developing a website

Before you consider getting a website it is wise for you to consider:

1. Why do I need a web site?
2. What benefits will I gain from it?
3. How important is it to my business?

Websites can be costly depending on what you want the website to do. You may just want a simple website that lists what you do, where you are and how people can get in touch with you. Or you may want a more advanced website that allows for:

1. E-commerce – selling online
2. Forums - boards for your visitors to chat amongst themselves
3. Blogging websites – online journals
4. Flash Technology – for videos and/or moving images

If you need help planning a website for your business we may be able to help you design one via our associates or put you in touch with other young people that can. Call us today for more information on 01482 839479 for more information.



10. Developing a website

The benefits of having a website for your business are:

Web advertisement for your business

24/7 online presence

Raise Company Profile

Target more customers from across the UK and the world

Enhanced Customer Service

24/7 online trading hours like having your own virtual salesperson

Sell online

Developing an e-commerce site or why not develop an EBay store.

Websites are especially useful for business who potential customers:

- Don't or can't drop by
- Wants to know if you are open on Sundays
- Doesn't know your locations), phone numbers)
- Wants to know more before making a decision to purchase
- Wants to comparison shop before making a commitment
- Wants the assurance your firm is professional



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10. Developing a website

Things to consider adding to your website!

- Trading hours of business (or holiday hours)
- Business name, address & contact numbers
- Your companies products/services
- Photos of the owners/employees
- Read news about your business
- Testimonials from happy customers
- Methods of payment
- Photographs of products

Developing websites on a low budget.

You can still have a website with little or no money.

1. Why not use Facebook or MySpace to promote your business
2. Develop an eBay store
3. Free websites available from Microsoft
4. Get a Youth Enterprise associate to help your website.

Call us on 01482 839479 for more information.



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11. Sales & Marketing

There are key sales and marketing questions that should be answered for every business. Below are just a few to consider.

What's unique about your business idea?

What will make people buy/use your business instead of someone else.

Who is your target buyer/customer?

Who will buy your product/service, or who do you really want to sell to?

Who are your competitors?

Where they are located, what do they sell, are they cheaper or more expensive than you?

What message do you want to communicate to your target buyers?

How do you cater to the needs of your customers?

How do you plan to sell to your customers?

Will you do this online, from a shop, door to door?

How will they know who you are, where you are, what you are selling?

What methods of advertising will you use? Newspapers/Magazines?



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12. Networking & Mentoring

Did you know that you may be networking and not even know it? If you have a Facebook or MySpace account, you are already taking part in social networking.

In business the same networking principles apply. The difference is that most introductions will be done face to face rather than over the internet. You need to meet people for them to be reassured in you & your business. It also helps YOU to learn more about your customers. There is more information about the benefits of networking & mentoring on the next page.

The networking & mentoring opportunities available in Hull are:

Youth Enterprise

We can help you via our associates or put you in touch with young people helped by the programme. Contact us on 01482 839479 for details.

Shell LiveWIRE

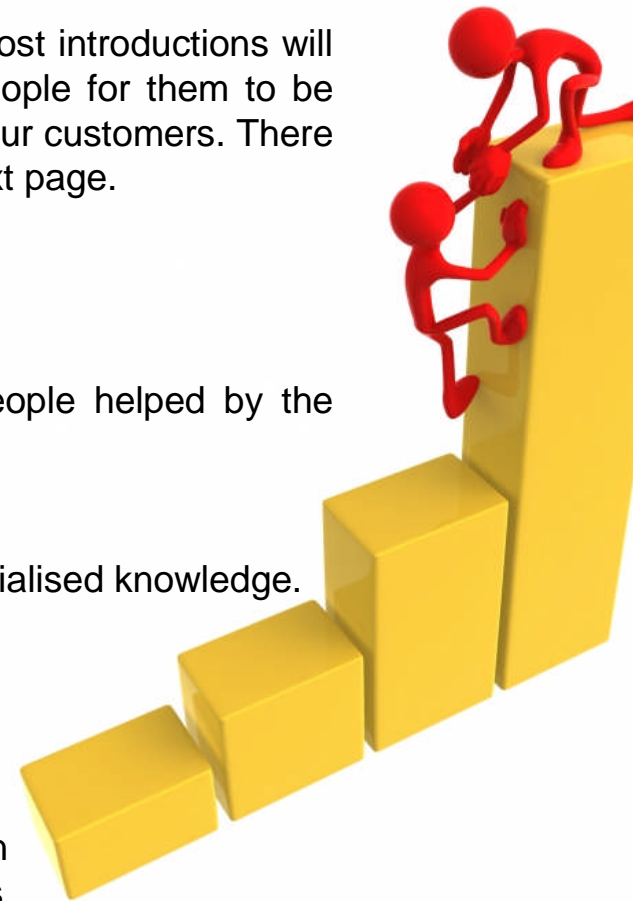
This online mentor service allows you to tap into a pool of experts with specialised knowledge.

The Prince's Trust

The Prince's Trust can put you in touch with a business mentor.

Young Enterprise

Young Enterprise has several programmes aimed at giving young people an understanding of how business works through running their own businesses.



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12. Networking & Mentoring – the benefits

Networking	Mentoring
Build upon your knowledge and skills	Help you recognise your abilities and limitations
Build upon your confidence in new environments	Increase your motivation
Learn from past experiences of other entrepreneurs	Develop your communication & listening skills
Tips on saving money & working effectively	Talking to people of all ages & backgrounds.
Boost your reputation and gather new leads	Developing future allies for your business
	Share your ideas without fear of mistakes
	Guidance on areas of business you are unfamiliar with

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13. Business Start Up Checklist

Set up and register your legal structure	
Choose your legal structure	
Do the groundwork	
Develop your business ideas	
Write a business plan	
Determine your ability to stay afloat during the early days	
Choose your business name	
Choose and protect your business name	
Raise finance & manage your money	
Choose and run a business bank account	
Examine your finance options	
Work out how much money you'll need when starting	
Plan your cash flow	
Sort out your tax & record keeping	
Understand your obligations regarding National Insurance	
Consider other business taxes	
Consider allowable business expenses	



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13. Business Start Up Checklist

Sort out your tax & record keeping – cont...	
Check whether you are eligible for tax allowances	
Check whether you need to register for VAT	
Set up your premises	
Choose your business premises	
Establish a safe workplace	
Set up your operations	
Finance your initial equipment, plant and machinery	
Set up your suppliers	
Set up stock control and inventory procedures	
Set up transport for your business	
Protect your business	
Protect your ideas	
Insure your business	
Promote & sell your product or service	
Choose your target customers	
Set the price for your product or service	



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13. Business Start Up Checklist

Promote & sell your product or service – cont....	
Plan your marketing strategy	<input type="checkbox"/>
Set up and promote your business online	<input type="checkbox"/>
Stay within the law when selling your product or service	<input type="checkbox"/>
Set up your IT & e-commerce	
Set up your IT system	<input type="checkbox"/>
Set yourself up for e-commerce	<input type="checkbox"/>
Understand the special needs of your business sector	
Investigate and apply for the licenses and permits	<input type="checkbox"/>
Review the regulations that may apply to your business	<input type="checkbox"/>
	<input type="checkbox"/>



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13. Useful Contacts

Local Government & Regional Development Agencies 1/2

	<p>Government Office for Yorkshire and The Humber Lateral, 8 City Walk, Leeds, LS11 9AT, Tel: (0113) 341 3000 www.gos.gov.uk/goyh</p>
	<p>Hull City Council (Business Support) First Floor, Kingston House, Bond Street, Hull, HU1 3ER, Tel: (01482) 300 300</p>
	<p>Humber Economic Partnership 21 Marina Court, Castle Street, Kingston upon Hull, HU1 1TJ, Tel: (01482) 596777 www.humberep.co.uk/index.php</p>
	<p>One Hull Tel: (01482) 613700 www.onehull.co.uk</p>
	<p>National Statistics Website www.statistics.gov.uk/default.asp</p>
	<p>Yorkshire Forward Victoria House, 2 Victoria Place, Leeds, LS11 5AE, Tel: 0113 394 9600 www.yorkshire-forward.com</p>

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13. Useful Contacts

Local Government & Regional Development Agencies 2/2



LSC

4 Earl's Court, Henry Boot Way, Hull, HU4 7DY, Tel: 0845 019 4153
www.lsc.gov.uk/regions/YorkshireHumber/



Hull City Build

48 Queen Street, Hull, HU1 1UU
www.hullcitybuild.co.uk



Hull Business Forum

34-38 Beverley Road, Hull, HU3 1YE, Tel: 01482 324976
www.hullbusinessforum.com



Rotherham Investment & Development Office (RiDO)








Reresby House, Bow Bridge Close, Templeborough, Rotherham, S60 1YR, Tel: (01709) 372099
www.rido.org.uk/index.php

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13. Useful Contacts

Business Enterprise & Support Agencies 1/2








	<p>Archomai Group www.archomai.co.uk/index.php</p>
	<p>Youth Enterprise Centre Bespoke Centre, Zeal's Garth, Wawne Road, Bransholme, Hull, HU7 4WD, Tel: 01482 839479 www.youthenterprise.co.uk</p>
	<p>Business Link Owen Avenue Saxon Way Priory Park West Hessle HU13 9PD. Tel: 0845 124 33 33 www.businesslink.gov.uk</p>
	<p>Connexions Centre - Hull Queen Victoria House , Alfred Gelder Street, Hull, HU1 2AY, Tel: 01482 223081 www.connexions-humber.co.uk</p>
	<p>Durban Ltd Carr House, East Carr Road, Hull, HU8 9LP www.durban-uk.com</p>
	<p>Goodwin Development Trust Job Advice Team, Fenchurch Centre, Fenchurch Street, Hull, HU5 1JF, Tel: (01482) 497802 www.goodwintrust.org</p>
	<p>HMRC 01642 795037 www.hmrc.gov.uk/bst</p>

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13. Useful Contacts

Business Enterprise & Support Agencies 2/2








	<p>Hull & Humber Chamber of Commerce, Industry & Shipping 34/38 Beverley Rd, Hull, HU3 1YE, Tel: 01482 324976 www.hull-humber-chamber.co.uk</p>
	<p>Latitude Salters House, Salters Court, 156 High Street, Hull, HU1 1NQ Tel: (01482) 601888 www.latitude.uk.com</p>
	<p>Preston Road NDC Regeneration Centre, Flinton Grove, Hull, Hu9 5SN Tel: (01482) 789680 www.prndc.com</p>
	<p>The Prince's Trust Yorkshire and The Humber Regional Office 1st Floor, King Charles II House, Headlands Road, Pontefract, WF8 1DD, Tel: 01977 698 000 www.princes-trust.org.uk</p>
	<p>Probe (Hull) Ltd Probe Job shop, 29 Greenwich Avenue, Bilton Grange, Hull, HU9 4UZ, Tel: (01482) 376197 www.probeltd.co.uk</p>
	<p>Stream Online Third Floor, Norwich House, Savile Street, Hull, HU1 3EF, Tel: (0)1482 482900 www.streamonline.co.uk</p>
	<p>Women's Enterprise in the Humber Carr House, East Carr Road, Hull, HU8 9LP Tel: 0870 755 0513 www.women-entrepreneurs.co.uk</p>

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13. Useful Contacts

Training, Education & Other Resources 1/3

	<p>Andrew Marvell Enterprise Business Centre Andrew Marvell Business and Enterprise College, Barham Road, Hull, HU9 4EE www.andrew-marvell.com</p>
	<p>Catch 21 Productions Catch21 Productions Ltd, 69 Salmon Grove, Hull, HU6 7SZ www.catch21.co.uk</p>
	<p>Construction Works Suite 2 Carmelite House, Posterngate, Hull, HU1 2JT, Tel: 01482 308728 http://www.constructionworks.org</p>
	<p>Excellence in cities The Coleford Centre, Coleford Grove, Bransholme, Hull, HU7 4QA, Tel: 01482 331650 www.eichull.co.uk</p>
	<p>Hull career choices Career Choices, 26 Raywell Street, Hull, HU2 8EP, Tel (01482) 615421 www.careerchoicescentre.com</p>
	<p>Hull College Wilberforce Drive, Hull HU1 3DG, Tel: (01482) 329943 www.hull-college.ac.uk</p>
	<p>Hull ITeC ITeC House , Goulton Street, Hull, HU3 4DL, Tel (01482) 325576 www.hullitec.co.uk</p>

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13. Useful Contacts

Training, Education & Other Resources 2/3

	<p>Hull Refurbit Refurbit Centre, Wiltshire Road, Hull, HU4 6PA, Tel: 01482 www.refurbit-uk.com</p>
	<p>Hull Youth Council Kingston Youth Centre, 48a Beverley Road, Kingston upon Hull, HU3 1YE Tel: 01482 585297</p>
	<p>Humber EBP East Riding of Yorkshire Council, County Hall, Room AF30, Beverley, HU17 9BA Tel: 01482 391 630</p>
	<p>Job Centre Plus Tel: 0845 6060 234 www.jobcentreplus.gov.uk</p>
	<p>Make your Mark Wakefield College, Wakefield Campus, Margaret Street, Wakefield WF1 2DH, Tel: 01924 789683 www.makeyourmark.org.uk</p>
	<p>The Cooperative Membership www.co-operative.co.uk/en</p>
	<p>The Warren Project 47-49 Queens Dock Av, Hull, HU1 3DR, Tel: 01482 218115</p>

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13. Useful Contacts

Training, Education & Other Resources 3/3

	<p>University of Hull The Knowledge Exchange, Cottingham Road, Hull, HU6 7RX , Tel 01482 466485 www.hull.ac.uk/business/enterprise/business_startup/index.html</p>
	<p>Wildfire YPEF, Victoria House, 2 Victoria Place, Leeds, LS11 5AE, Tel: 0113 394 9943 www.spreadlikewildfire.org</p>
	<p>Young Enterprise Yorkshire & Humber St James Suite, Nostell Estate Yard, Doncaster Road, Nostell, Wakefield, WF4 1AB www.yeyh.org.uk</p>
	<p>Young Peoples Enterprise Forum Brooklands Court, Tunstall Road, Leeds, LS11 5HL, Tel: 0113 3830205 www.ypef.org.uk/site01/index.asp</p>
	<p>Enterprise in Schools www.enterpriseinschools.org.uk</p>
	<p>Hull One World Shop Waltham Street, Hull, Tel: (01482) 327727 www.oneworldhull.co.uk</p>
	<p>Young Chamber Mill Court, Furlongs, Newport, Isle of Wight, PO30 2AA, Tel: (01983) 520777 www.youngchamber.com</p>