



Surrey Business Club PRODUCTS & SERVICES

www.surreybiz.net

SEPTEMBER 2005

Need An IT Company You Can Trust?

Computing services especially for the smaller business

Support Team offer a portfolio of services that will grow with your business, offering you practical advice at every step.

Support Team will work with you to identify, install and support the right solution for you, in a cost-effective package.

Support Team are staffed by IT Professionals, whose experience will ensure you receive the right solutions in a timely manner.

Call Richard for a free, no obligation consultation.



Support Team

Making Technology Work for You

☎ 0870 4 10 90 80

✉ Info@SupportTeam.co.uk

Support Team, 2nd Floor, 1 Tannery House, Tannery Lane, Sand, Woking, Surrey. GU23 7ZF



RECRUITING PEOPLE?

LET US TAKE THE LOAD FOR YOU

Recruiting people is not easy, and can be very time-consuming and costly if not done correctly. Explain to us what you need, and we will find the right people, interview them, psychometrically profile them, check their background and then present you with a selection of well-qualified candidates. The right people for the job can then get on with the job in hand; it's that simple.



For more information about what we can do to help you, contact Nigel Trott on:
01372 454789 nigel@gbcsrecruitment.com
29/33 High Street, Bookham, Surrey. KT23 4AA
or for more info: www.gbcsrecruitment.com

So you think you need a website.....

What for?

If you don't know what your goal is, we're unlikely to be able to help, so understanding your target is very important to us. We then work with you to achieve what you want, within your budget.

Ask for your free consultation Today



Email: info@webskills.co.uk

Tel: 01932 252078

Website: www.webskills.co.uk

Acorn House, Misty's Field,
Walton-on-Thames, Surrey. KT12 2BG

FIND YOUR LOST DATA

Get your data storage systems working for you

- * DATA RECOVERY
- * TAPE DRIVE REPAIR
- * OPTICAL DRIVE REPAIR

Optical Drive Repair Ltd

01737 379999 service@odrl.co.uk

www.odrl.co.uk



ODR

The Data Storage Specialists



Imagine...

Insurance that your business needs, at sensible prices. Easily obtainable, with instant on-line quotations tailored to what you want. And backed up by friendly, helpful experts who speak the same language as you do.

It shouldn't be beyond the bounds of imagination, should it? We didn't think so either. Which is why we created Icon Insurance, the insurer that specialises in making life easier for small and growing professional businesses



www.icon-insurance.com **It's the business**

Are you in the market?

Secure your business prosperity by applying our professional planning, marketing & management support services



Contact Martin Evans:

telephone & fax: 01372 800820

info@tmecmarketing.co.uk

www.tmecmarketing.co.uk

28 Richmond Way, Leatherhead, Surrey. KT22 9NR



DIRECT MORTGAGE ASSOCIATES

No need to waste time comparing lenders - we will do that for you. We have access to whole of market ensuring you get the BEST deal. We may charge a fee for our services dependant upon your circumstances.
 The fee will not exceed 1% of the loan. Think carefully before securing other debts against your home. Your home may be repossessed if you do not keep up repayments on your mortgage

Call MARY WARING 020 8224 6914

Direct Mortgage Associates is an Appointed Representative of Prestbury Financial Ltd which is authorised and regulated by the Financial Services Authority.

YOUR HARD-EARNED MONEY SHOULD BE LOOKED AFTER!

- ✓ Benefit from the personal input of Ian Kent
- ✓ Local professional support with the resources of the nation-wide Certax network on hand
- ✓ Free initial consultation and competitive quote



Let me advise on your tax, accountancy and other needs so you can concentrate on running your business



Ian Kent CA FIIA 01483 428777 iankent@certax.co.uk
 3 Mayen Place, Nightingale Road, Godalming, Surrey. GU7 3AH

Too much to do? Need some assistance? Get yourself 'TOTALLY ORGANISED'

- We can save you TIME, MONEY and EFFORT by:
- ✓ Only charging you for hours worked
 - ✓ Giving easy access to PA & secretarial support
 - ✓ Supplying administrative know-how
 - ✓ Dealing with all your paperwork
 - ✓ Organising virtually anything you like



Contact Linda Haynes:
 01306 730074
 info@totallyorganised.co.uk
 www.totallyorganised.co.uk

Leaving you free to do what you're good at

DESIGN FOR SUCCESS

A well-designed business image can say a thousand words to promote your products and services



GET A DESIGN THAT WORKS FOR YOU TODAY!

Call Stephen Lewis for your free meeting:
 01420 594644 Stephen@SL-Design.co.uk



Special Graphic, Web & Product Designs

BUSINESS PROFILE



"Elegantly Simple Systems"

According to UK government statistics, over 60% of businesses will fail within the first two years...
 ...Don't become a statistic!

Running your own business is rarely easy but you can take steps to make it easier and more rewarding. We have identified two distinct groups of people who we can help:

- Business-minded people who know about business but lack expertise in computers and software.
- Technically-minded individuals who know what software they want from us and what languages we should use.

In Business, we can help you from the very start, and continue to help your company as it grows and develops. For example, we can make document templates for your letters, make on-screen forms that look like your paper ones, design reports that tell you what you need to know and set-up systems that automatically generate reminder letters to customers who are slow to pay. By simplifying and organising repetitive tasks, we can help to make your time more productive.

As your business demands more of you, we can offer a range of packages and systems to help manage and organise your data better. Examples are Customer Relationship Management, Asset management, Stock control, Leasing and rental systems, Document storage and Employees' records.

All our products come with full documentation showing you how to use your new tools. And our documentation is written in English! Normal, easy to understand English, not some unintelligible techno-babble. All our products come with twelve months support. If you are unsure how to use your new tools properly, just ask. Extended support is also available past the initial twelve month period.

What next? We have a simple 3 step process once you contact us, starting with your Free initial consultation. We then guarantee that we will send you a written quote within three working days. Finally we ask that you respond to our quote within ten working days, regardless of your decision.

It's that simple! Contact us today...



Hywel Clark
 Confident I.T. Solutions Ltd
 Tel: 0870 9220928
 Email: clarkh@citsol.co.uk
 Web: www.citsol.co.uk
 PO Box 793, Guildford, GU4 7ZQ



GET THE WEB WORKING FOR YOU YOUR OWN WEBSITE THAT REALLY WORKS!



- ✓ A Fast Professional Service
- ✓ Fixed Price, Low Cost Websites
- ✓ Web Design & Hosting Service
- ✓ Domain Name Registration Services
- ✓ E-Mail & E-Commerce Packages
- ✓ ADSL, ISDN & Modern Backup
- ✓ Accessible Websites



For more details Contact:

Your Web Services Ltd

"Your Business Card on the Internet"

Tel: 0800 781 1043 Fax: 08702 405009

E-mail: info@yourwebservicesltd.co.uk Web: www.yourwebservicesltd.co.uk

YOUR DREAM DESK

An ergonomic desk can help dreams flourish!



Whether you want a complete office refit, new furniture or just a chair, we can help you achieve your goals. **SBC** members can benefit from discounts of up to 45% on furniture, so contact us today for your free catalogue:

01306 711984
info@mikewallerprojects.co.uk
www.mikewallerprojects.co.uk

**Mike Waller
PROJECTS
LIMITED**

When you want to **SAVE TIME**
and your business to make **MORE MONEY**:
exploit my chairman/MD experience to
help plan and manage
your next **BUSINESS BREAKTHROUGH**:
contact:



Tel (020) 8781 1142
Mobile 07785 256114
info@akid.co.uk

200 Somerset Road
Wimbledon, London SW19 5JE

In addition to causing unnecessary pain and suffering to your employees, failure to adequately manage health and safety in **YOUR** workplace could lead to enforcement action being taken against **YOU**

Enforcement authority statistics for 2003 / 2004 show that the average fine per offence is over **£4,500**

For an independent review / analysis of your current compliance measures and assistance in meeting the requirements of current legislation, contact Trevor Dodge on 07798 683938 or e-mail him at tdodge@btconnect.com

CAN YOU AFFORD TO DO NOTHING?



TIME TO GET ORGANISED!



Move **YOUR** business forward
by saving time and money
with Sage accounts & forecasts

Tel: 01483-281154
www.bizworks.org.uk

Business Works Consultancy
Bookkeeping & Accounting Services

LOST FOR WORDS?

- ✓ Your TIME is precious - DON'T waste it sitting there with writer's block!
- ✓ Let me write you GREAT sales letters, brochures, ads, website copy etc.
- ✓ Call Keith Grover today on 01932 845814 for FRFF help & advice...

freelancecopy.co.uk
making words work harder for you

YOUR OWN BANKING EXPERT

Benefit from our experienced consultant bankers, with services for both banks & professionals, and their clients.

WE CAN HELP YOU WITH:

- Interest and charges reviews
- Innovative fund raising
- Bank tenders and negotiations
- Expert opinions and witness reports
- Banking services made to measure



Contact TONY GREENMAN on Tel: 01372 457364
tony.greenman@bankexperts.co.uk www.bankexperts.co.uk

THE BANKING LIAISON GROUP LTD

THIS COULD BE YOUR ADVERT...

Promote your business to members and the wider readership, including prospective members.

A 2 unit advert costs just £40 for 12 issues and the most popular size, 4 units (84x60mm), is just £80. Different sizes and advertising periods available, as well as non-member rates.

Book your space with Stephen Lewis on:
sbcnews@surreybiz.net 01420 594644

 UK-Worldwide Enterprises

More than just
Your local computer store


 **Self-inking rubber stamps**



-  Your design can use any clip-art, logos, fonts & photos
-  Choose from black, blue or red ink, in a range of sizes
-  Produced in minutes...
...a thousand uses



Tel: (020) 8670-3388
info@ukwwe.co.uk
www.ukwwe.co.uk
280 Norwood Road,
West Norwood,
LONDON. SE27 9AJ

 **Surrey Business Club**

JOIN THE CLUB...

- ✓ Monthly Meetings
- ✓ Guest Speakers
- ✓ Key Issues Addressed
- ✓ Networking
- ✓ Socialising & Good Food
- ✓ Informative Newsletter
- ✓ Club Website & Directory

www.surreybiz.net

YOUR NEW JOB...?

Ideal applicants for positions in Surrey Business Club will be motivated, friendly and willing to play their part. They will be intelligent and have a honours degree in mucking-in!

Our main need is for a **TREASURER**. This is a paid position on a very part-time basis. You will need to be able to produce budgets, balance sheets and accounts, and to manage the finances of the club. The position requires you to join the committee (meeting about six times a year). It will be an opportunity to develop your management abilities and to work with the established good-humoured committee and helpers.

People are also needed to help book and manage meetings. Meetings are the lifeblood of Surrey Business Club, so it's important to book good speakers and venues. As well as managing meetings, we need the support of helpers like you who can deal with specific tasks. We also need people to take turns at making up badges and attendance sheets for meetings, and to help run meetings 'on the night'. Whilst we already have a small dedicated band of people doing these jobs, there is quite a shortfall, so there's almost certainly a 'job' for you.

If you can help, contact Stephen Lewis:
01420 594644 chairman@surreybiz.net