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SMALL BUSINESS GUIDE

INFORMATION TO HELP YOUR COMPANY ACHIEVE

Accounting

**Business
loans**

Hiring

**Affordable
Care Act**

**Commercial
leases**

**Cyber
security**

**List:
Largest
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BUSINESS LEADERS BREAKFAST • CFO AWARDS • WORKFORCE SYMPOSIUM • BIZFIT POWER LUNCH • BIXPO AFTER HOURS


SEPTEMBER 11, 2013

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When: Wednesday, September 11, 7:30 a.m. - 9:30 a.m.
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BizFit CHALLENGE Power Lunch

When: Wednesday, September 11, 11:30 a.m. – 1:30 p.m.
What: Awards Lunch concluding the BizFit Challenge
Where: Bixpo at Embassy Suites – JQH Conference Center
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When: Wednesday, September 11, 10:00 a.m. – 7:30 p.m.
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September 11, 2013
Larimerworkforce.org/business

The Larimer County Workforce Center is bringing the 28th annual Workforce Symposium to Bixpo. (Previously titled September Symposium). Sessions throughout the day during Bixpo at the Embassy Suites – Loveland.

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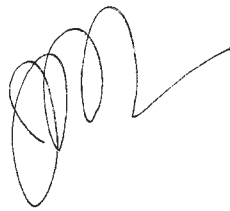
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It's no secret. Northern Colorado is heating up, and much of the economic energy of the region lies with its small businesses.

Every day, the staff of the Northern Colorado Business Report witnesses the hard work, creativity and productivity of dozens of small enterprises. This year in our Small Business Guide, we offer news you can use, from choosing an accountant to navigating the new Colorado Health Exchange, from warding off cyber criminals who prey on small businesses to crafting a successful relationship with a banker.

We also offer lists of resources to help you connect with lenders, lawyers, regulators and others.

Each of these topics is crucial to creating and sustaining a small business. We hope you find it helpful.



Jeff Nuttall
Publisher
Northern Colorado Business Report

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CPAs can be more than trusted adviser

The April 15 tax deadline has passed and I have filed my tax return. Why do I need to think about a CPA now?

There are many reasons individuals and businesses, small or large, should engage the services of a certified public accountant, and why a company should have a CPA on its staff. If you've recently purchased property, started a new business, received an inheritance, need help preparing a business plan for your dream business or need an audit of your company, you need the services of a CPA. A CPA is uniquely equipped with the knowledge and background to help you make the best financial decisions.



ACCOUNTING
Scott E. Bush

Besides the obvious tax, audit and

accounting services, CPAs also provide assistance with other needs, including:

- Estimating the value of your business or estate for insurance, divorce or tax purposes.
- Providing expert witness testimony in litigation.
- Small business consulting, business and income tax planning including compensation and employee benefit plans.
- Performing cost segregations for commercial real estate.
- Projecting future college expenses and helping you develop savings plans.

CPAs also are a tremendous asset to employers. Having a CPA on your staff ensures you have someone with an analytical mind to guide your business. CPAs can help a company with their demonstrated management accounting expertise in such areas as:

- Leading management to plan strategically and make informed decisions.
- Helping organizations manage change, risk, and uncertainty.

ADDITIONAL RESOURCES:

- AMERICAN INSTITUTE OF CPAS:** www.aicpa.org
- COLORADO DEPARTMENT OF REGULATORY AGENCIES BOARD OF ACCOUNTANCY:** www.dora.state.co.us
- COLORADO SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS:** www.cocpa.org/
- CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS:** www.cimaglobal.com/

- Protecting corporate assets.
- Promoting operational efficiency and effectiveness.

The best sources for referrals to CPAs are friends, relatives, colleagues, bankers, attorneys, investment advisers and real estate brokers. Also, the Colorado Society of CPAs offers a referral service that provides you with the names of CPAs based on location and the services you require.

CPAS ALSO ARE

a tremendous asset to employers.

Having a CPA on your staff

ensures you have someone with an analytical mind to guide your business.

When you receive a referral, contact the CPA to meet with him or her and gain an understanding about how they serve their clients. Be

prepared with a list of questions, needs and goals specific to your situation. Ask the CPA for names of people you can call for references. Call the references and ask them how well the CPA has served them. Does the CPA respond to their questions, email or calls in a timely manner? How many years have the references used the CPA? Ask the references what they think is the best asset of the CPA; there may be points you haven't thought about.

Members of the Colorado Society of CPAs who perform audits are required to participate in a practice-monitoring peer-review program to assure quality of accounting and auditing services. In addition, all members must meet continuing education requirements.

Scott E. Bush, CPA, CVA is the 2013-2014 Past Chair of the Board for the Colorado Society of CPAs. He is a practicing CPA and partner with the Fort Collins firm of Soukup Bush & Associates, CPAs, P.C. You can contact Scott at scott@soukupbush.com.



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Keep checklists in mind when borrowing for capital

Despite efforts to the contrary, banks and lending institutions continue to hear small businesses complain they don't have access to capital.

Bank of America has hired 1,000 bankers to serve small businesses. Wells Fargo is increasing its marketing and outreach to female small-business owners to increase lending to them. Citi said in March it had surpassed its 2012 small business lending goal by \$1.6 billion. But banks are also concerned about the risks involved in lending to small businesses, so they add requirements to loans.



BUSINESS LOANS

Amanda Averch

Therefore, that desired "yes" often remains more elusive than lenders or borrowers might like, for a multitude of reasons. Some potential borrowers might have personal credit history struggles, while others withdraw from the process, assuming they will get turned down. But the most common problem, lender say, is business owners' lack of understanding about the process.

Many business owners might think they can approach a bank or other lending institution, fill out an application and voila, get approved for a loan. In fact, that's a good way to get turned down.

Before a small business owner seeks funding for his or her small business, it is important that he or she is aware of the personal elements lenders consider. **Banks, for example, will typically use the following Five C's:**

CREDIT – Does the business owner have a successful financial track record, or is he or she working to improve? Community Credit Counseling Services will provide owners with tools and expertise to address any credit issues they might have.

COLLATERAL – Does the owner have assets to secure the loan?

CHARACTER – Does the owner display professionalism and follow up in a timely manner?

CASH FLOW – Can the owner demonstrate ability to repay the loan?

CONDITIONS – Examines the environment in which the business owner will be operating.

Owners should definitely keep this checklist handy when preparing a loan proposal.

Banks are looking for the following:

- Strong management
- Significant experience
- Thorough understanding of the marketplace

Relevant financial information:

- Net worth
- Sales projections
- Ability to repay the loan

Information on:

- Suppliers
- Distributors
- Employees

ADDITIONAL RESOURCES:

U.S. SMALL BUSINESS ADMINISTRATION:

www.sba.gov

COLORADO LENDING SOURCE:

www.coloradolendingsource.org/

THE SMALL BUSINESS LENDING FUND:

www.treasury.gov

- Manufacturing relationships

Once they have completed their personal preparation, small business owners are urged to do what they did before starting their businesses: have a ready business plan in place before meeting with bankers or

► See **Bank Loans, 8B**



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Millennials: Smart, savvy, socially responsible

Companies have begun hiring as a result of recent economic growth. Although they are somewhat conservative in the rate at which they are ramping up, due to investment vs. return issues, we are optimistic regarding the near future. As companies look to future hiring, they will experience increasing retirements of their baby boomer employees. The impact of retiring 'boomers' is creating a need for a pool of productive and skilled workers.

Much has been written about post 'boomer' generations. A significant group of people born between 1980 and 1999 are called the millennials and they warrant attention. They are now the largest generation in U.S. history, currently numbering 80 million. This is the population from which companies are hiring new talent. Recognizing that stereotyping is always an issue with 'generations,' much has been written about this group.

Millennials in general have taken a bad rap for allegedly being coddled by helicopter parents and for resulting narcissistic, lazy and self-absorbed behaviors. A variety of authors have postulated that it is the worthless generation. Even if some of their accusations may be

stereotypically true, the real story about this generation is playing out in universities and in the workplace in a much different way. Millennials are also creative, entrepreneurial, and socially responsible. They are a 'can-do' group, inspired by and masters of technology to increase productivity and affect change. Millennials are less concerned about conventions and institutions; more concerned about making a difference. They are pragmatic and generally do not perceive barriers to discarding what does not work. They are interested in building new institutions and infrastructure that will allow us to tackle long standing problems around the globe. And for the most part, they are patient, unless there is a need for alarming swiftness - to overturn authoritarian regimes or sway an election. With lightning speed, they can inexpensively mobilize vast resources using social networks, influencing populations without relying on traditional institutions.



HIRING
Susan Schell

In the College of Business at Colorado State University, we are seeing businesses in the hiring process that are extremely impressed with the knowledge, abilities, and engagement of our millennial grads. They are pleasantly surprised by our student's dedication to social responsibility, ethics and the environment. The questions that students ask potential employers relate less to salary and more to work/life balance, community service, working remotely and job security. After all, this is the generation that watched their parents devote themselves to employers and institutions who released them for 'bottom line,' short term gains. The resulting recession, unemployment and foreclosures created the need for huge student loans. Stability is a new focus.

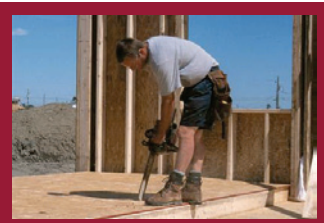
We see our students contributing to businesses in numerous ways. We are witnessing the reshaping of the previous order. Hallmarks of the millennials are their respect for elders (particularly their parents), their desire to share, their openness and acceptance of new technologies, and their lack of affinity to anything just because "it has always been this way." But rather than exhibiting the dissident behaviors of the baby

boomers against traditional 19th century and 20th century norms, they are building on the old, and quietly moving residual mountains to create their desired changes.

The College of Business at Colorado State University is very proud to state that the job offer rate to our graduates, within 90 days of graduation, is 90 percent. This fact speaks volumes about the quality of our students, our professors, and our program. Employers value our graduates. We read and are told that millennials impress preceding generations in the workplace by being team players, by helping to teach others about technology, by being fearless in their endeavors, and by bringing a "sanity check" to how business is being done. Although they are constantly 'socio-technologically' connected, they value work/life balance, giving back to the community, and evidence strong family values. And what can be wrong with that?

To inquire about our business alliances and for assistance with hiring interns or graduates in our undergraduate and graduate programs, please contact Susan Schell, Director of the COB Career Management Center, 970-491-4834.

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Exchange to offer competing options

Nearly every small business in the country will have to deal with some kind of change as a result of the Patient Protection and Affordable Care Act, and one of the biggest changes will be how employers purchase insurance plans for their employees.

The Affordable Care Act mandates health insurance exchanges, which are meant to function like marketplaces where consumers can shop and compare insurance plans. The Small Business Health Options Program, or SHOP, exchange is set up specifically for small business.



AFFORDABLE CARE ACT
Molly Armbrister

The exchange has a lot of work left to do before October, but because Colorado was one of the first six states to get federal approval for its health insurance exchange, officials here have a leg up on most other states' exchanges.

Officials with the Obama administration said earlier this year that SHOP exchanges would open in 2015, one year after their originally-projected launch date, but Colorado's will launch on-time, and begin offering plans in October, with those plans becoming effective on Jan. 1, 2014.

The SHOP exchange will operate under the umbrella of the state's exchange, known as Connect for Health Colorado. But the SHOP exchange will include two major advantages for small business that the conventional exchange does not offer, according to Jim Sugden, Small Business Marketplace Manager for Colorado's insurance exchange, formally called Connect for Health Colorado.

One is a special tax credit, available only to those small businesses that purchase insurance through SHOP. The credit is worth up to 50 percent of the employer's contribution to coverage, according to Sugden.

A second feature allows employers options for offering insurance to employees, Sugden said. Employers will be able to offer just one plan, offer several plans from one carrier, or offer plans from a number of different carriers.

"This (option) means that employees will be able to choose exactly the right plan at the right price to fit their health care needs and their family budget," Sugden said. "In states where this has been offered privately, up to 33 percent

Q & A

Q: WHAT IS THE SMALL BUSINESS HEALTH OPTIONS PROGRAM? IS IT DIFFERENT FROM THE COLORADO HEALTH INSURANCE EXCHANGE?

A: The Small Business Health Options Program, or SHOP, is part of Colorado's health insurance exchange, which is officially called Connect for Health Colorado. SHOP is specifically for businesses with 50 or fewer employers and offers some unique benefits for these companies, such as a tax credit and more options for insurance plans.

Q: HOW CAN I ACCESS THE SHOP EXCHANGE?

A: SHOP will have a Web page that operates under the Connect for Health Colorado website where small business owners can go to look up information about SHOP, and eventually, shop for insurance plans to offer to employees.

Q: WHEN WILL THE SHOP EXCHANGE OPEN FOR BUSINESS?

A: The SHOP exchange, just like the rest of the Colorado insurance exchange, will make its plans available in October 2013. Plans purchased through the exchange will take effect on Jan. 1, 2014. Colorado is one of the few states that will be able to open its SHOP exchange on-time.

Q: WHAT PLANS WILL BE AVAILABLE ON THE SHOP EXCHANGE?

A: The Division of Insurance is still evaluating plans submitted by insurance carriers in May. Regulators must make sure that the new plans adhere to the provision in the Affordable Care Act, but preliminary data show that more plans were submitted for inclusion in the exchange than expected.

of employers have elected for this expanded choice option."

Employers will be able to write one check to the SHOP exchange, which will then distribute the money to the applicable carriers, Gaudette said. Those employers who choose the multi-carrier option will be able to use "one-stop service" for all the plans with a certified broker or the Connect for Health Colorado customer service department, Sugden said.

Many small business owners in Colorado like what they've heard about health care reform, according to Tim Gaudette, outreach manager for the Denver-based Colorado Small Business Majority, a small business advocacy and research group.

Though the exchange is scheduled to begin offering plans in October, many small business owners still don't have all of the facts, according to Gaudette.

Small businesses are interested in the increased competitiveness and choices the SHOP exchange will offer, but feel that education and outreach are important.

Some business owners feel that

► See **Affordable**, 11B

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BANK LOANS from 5B

other potential lenders. That business plan should clearly describe the company, analyze the market, explain products and services, and explain how the business owner intends to operate.

Additionally, there are four questions that should be addressed in a business plan. First, WHO are the owners? A complete profile of a business should be provided. Secondly, HOW much money does the business need? Third, HOW will the loan be repaid? And finally, WHAT will happen if the business can't repay the loan?

Business owners should also

include all financial documents:

- Personal Financial Statement
- The owner's personal financial situation
- Balance Sheet
- A "snapshot" of the business
- Income Statement
- A "report card" for the business over a period of time
- Cash Flow Statement
- The money coming in, and the money going out

Once prepared, owners may work through the application process with one or more banks. How can they improve their chances of getting a loan? Con-

sider these tips:

Tailor the loan request to each specific lender.

Cultivate a relationship before requesting a loan. Consider becoming a deposit customer.

Remember ratios! Calculate the ratios a lender says are important.

Be visual! Photos, charts, graphs and color will make a proposal stand out

Believe in the plan. If the business owner doesn't believe in his or her plan, the lender certainly won't.

Enlist help – there are many resources out there to assist bor-

IF THE APPLICATION
wasn't approved, small
business owners should
neither give up, nor lose
hope.

rowers with crafting your business plan and loan proposal. Use them! Organizations like the Small Business Administration, SCORE, and local Small Business Development Centers have experts who are willing to help guide business owners and provide feedback.

Be prepared, be specific and be realistic.

If the application wasn't approved, small business owners should neither give up, nor lose hope. Instead, they are urged to go back and ask their banker these questions:

Why was the loan request denied?

What specific elements of the business (and business plan) presented challenges to the loan opportunity?

What specifically about them, the principal in the business, presented challenges to the loan opportunity?

What resources exist in the community to help the business owner enhance his or her ability to be successful with a loan application?

If the lender were in his or her shoes, what course of action would they take?

Given the business type, focus and sector, can the lender provide leads on other lenders focusing on that business type?

Based on the answers to these questions, business owners should consider addressing any issues that have come to light. Once they have re-worked their plan or addressed other issues that concerned potential lenders, banking options should be reviewed and another appointment with a lender should be scheduled.

It is important to note that business owners can freely access information from small business support organizations designed to give them the best chance for business success, many of which can be found at www.smallbizlending.org.

Amanda Averch is the director of communications for the Colorado Bankers Association and she manages www.SmallBizLending.org. She can be contacted at Averch@coloradobankers.org.

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How to navigate commercial leases

Ideally, we would like to live by one of the golden rules, “do unto others as you wish to be done unto you.” However, in the context of business lease agreements for office space, following this golden rule is a naive approach which can lead to devastating consequences not only for your business but also for you personally. Below are some common mistakes to avoid, negotiation tactics, and ways to protect yourself from personal liability.



COMMERCIAL LEASES
Robert Herrera

Common mistakes

COMMON MISTAKE 1 - Failing to recognize that a commercial lease agreement is a legal document which has real consequences.

At the very least you need to carefully read the agreement to recognize what you do not understand. Once you have done this you can seek clarification from the landlord, or better yet, an attorney, to explain the provisions of the agreement so that you are completely familiar with what you are being asked to commit to. Often times the commercial landlord is using the same general commercial lease agreement that they have used for years and may have little to no understanding of it other than its duration and the monthly payment amount. By simply recognizing what you do not know about the agreement and educating yourself about the consequences of the contained provisions, you will have a distinct advantage during the negotiation of the terms.

COMMON MISTAKE 2 - Believing the commercial lease is a take it or leave it proposition.

Everything is negotiable. Given the economic climate and vast quantity of commercial office space available, the lessee sits in a greater position of bargaining strength than ever before. Monthly payments, tenant finishes, lease duration, and renewal options, once ironclad terms of a commercial lease agreement proposal, are now bargaining chips to be negotiated and often times side in favor of the lessee.

COMMON MISTAKE 3 - Signing the commercial lease as an individual rather than a representative of the business.

As stated earlier, the commercial lease offered by the landlord is often times a general form that has been used by the landlord for as long as he

or she has owned the property. As such, the landlord will simply input the name of the person entering into the commercial lease agreement, for example “Jane Doe or John Doe hereinafter referred to as lessee.” The signature line will also provide for Jane or John Doe’s signature.

For example,

/s/___Jane Doe_____ Jane Doe

Having your individual name listed as the lessee and signing the agreement in your individual capacity is a crucial misstep exposing you to personal liability under the agreement. The commercial lease agreement should have your business listed as the lessee and a space for your signature as a representative of your company. For example, the commercial lease agreement should reflect “(Your Company Name Here), hereinafter referred to as lessee.” Also, under the commercial lease agreement you should always sign as a representative of the company and not as an individual.

For example,

YOUR COMPANY NAME
HERE

/s/___Jane Doe_____ Jane Doe, President

ADDITIONAL RESOURCES:

- U.S. SMALL BUSINESS ADMINISTRATION ON LEASING COMMERCIAL SPACE:** www.sba.gov/content/leasing-commercial-space
- NOLO'S COMMON COMMERCIAL LEASE TERMS:** www.nolo.com
- FINDLAW'S COMMERCIAL LEASE AGREEMENT OVERVIEW:** smallbusiness.findlaw.com

By listing your company as the “lessee” and signing the contract as a representative for your company, the landlord’s only recourse in the case of default under the lease agreement would be limited to pursuit of your company’s assets. Your personal assets, such as your automobile, home, and personal bank accounts would be protected.

COMMON MISTAKE 4 - Beware of the personal guarantee.

Typically you have spent a great deal of time and money setting up some form of business entity for your business, whether it is an LLC, S Corp, or C Corp to shield your personal assets from business liabilities. Often times commercial lease agreements ask the business owner to sign a personal guarantee in addition to, or as a part of, the

► See **Leases, 11B**

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Greeley Stampede
June 27-July 7, 2013

Friday, June 28
GMC
Josh Turner - 8 p.m. with Morgan Frazier

Saturday, June 29
JBS
PRCA Rodeo - 1 p.m. First Responders Day - FREE park admission & rodeo ticket with verification. Presented by Agfinity
Live MMA - 3 p.m. Extreme Fighting. Presented by Sparta Combat League.
Lynrd Skynrd - 8 p.m. with Drivin' N' Cryin'

Sunday, June 30
Cowboy Church - 9 a.m.
PRCA Rodeo - 1 p.m. School Spirit Day - FREE park admission & rodeo ticket with verification.
Los Lonely Boys, Los Lobos & Alejandro Escovedo - 8 p.m.

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Meet the 2013 Biggest Winners



Power Lunch:

September 11, 2013
11:30 a.m. - 1:30 p.m.
During Bixpo 2013 at the Embassy Suites

Susie Wargin: welcome back to Northern Colorado!



Susie Wargin began her communications career in Fort Collins as an intern in radio, while attending Colorado State University. After graduation she was hired to push buttons for syndicated broadcasts while dreaming of a career as an FM disk jockey. A true sports enthusiast Susie went from disk jockey to sports jock as the first female sports reporter for 850-KOA after 9 years of “Rocking the Rockies” on KOA.

Today, Susie Wargin is the morning weekday sports anchor for 9NEWS. Perfect to speak at the BizFit Challenge Power Lunch, she enjoys the competitive challenge of triathlons as well as running or biking events and just-for-fun skiing with her family.

Come hear Susie Wargin speak about “Unlocking Success” at the 2013 BizFit Challenge Power Lunch.

Join the BizFit celebration

See who is the biggest winner and hear recaps of team challenges and successes.
 Tickets - \$39 including a healthy lunch.



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Register for **BizFit Power Lunch 2013** online at www.NCBR.com.
 Click on Events.

AFFORDABLE from 7B

there aren't yet enough resources available for them and other consumers on the topic of health care reform.

"From a PR and marketing perspective, I'm shocked with how little resources are available for small businesses, and consumers alike," said Kristin Gollither, founder and CEO of WildRock Public Relations and Marketing.

Gollither, whose firm is about 18 months old, doesn't provide health insurance to her employees, giving them a reimbursement to help cover the cost instead. She said it's unclear whether the new small business exchange will allow her to offer insurance.

But an additional \$125 million in grant funding requested by Connect for Health Colorado from the federal government could help with the information dearth.

"The \$125 million will certainly need to be invested wisely in education and outreach initiatives," Gollither said.

Connect for Health Colorado submitted the grant request to the

U.S. Department of Health and Human Services in May. A large portion of the grant would go to establishing the technological infrastructure needed to support the Connect for Health Colorado website.

SHOP will have its own section of the Connect for Health Colorado website, Sugden said, where employers will be able to purchase plans directly from the exchange's customer service department or purchase them through a broker. The site will also give employers access to navigators, a group of people dedicated to explaining the exchange process to customers.

Another important feature of the website will allow employers to set their cost preferences in one of two ways. Small business owners can offer a "menu" of plans that fit within their assigned budget, or they can set a maximum contribution level per employee on the SHOP system and allow employees to select a plan of their choice, Sugden said.

LEASES from 9B

commercial lease agreement. The personal guarantee overcomes the personal asset protections of using a business entity. By signing the personal guarantee you literally guarantee that if the business is unable to pay or defaults on the commercial lease agreement, you, in your individual capacity will make the payment or cure the default. If you or your company are unable to cure the default the landlord can now go after the assets of the business as well as your personal assets to satisfy the default provisions of the commercial lease agreement. It is highly recommended to negotiate the removal of the personal guarantee. This may be accomplished by putting

down a larger security deposit, agreeing to a slightly higher monthly payment, or agreeing to a longer term lease agreement. It is advisable that if removal of the personal guarantee is not an option then attempt to limit the duration of the personal guarantee in relation to the commercial lease agreement. If the commercial lease agreement is for five years, negotiate to have the personal guarantee in effect for the first two or three years of the lease. After the personal guarantee expires the landlord's only recourse in a default situation would be limited to the assets of the business, insulating your personal assets as you originally intended.



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970.356.7787 ★ GreeleyStampede.org TicketsWest 600 North 14th Avenue Greeley, CO 80631

Stop hijackers of your domain

What would you do if one day you arrive at work, click on your company's website and discover it's been replaced by unsavory messaging? That happened to a Wyoming Better Business Bureau-accredited business some years back, and it continues to happen on a regular basis across the United States and globally. It's called domain hijacking, and it works like this: A company fails to register its domain name before it expires. When the registration expires, another entity steps in and purchases it and holds the domain name ransom, demanding payment of thousands of dollars in order to return it. Often the hijacker starts redirecting it to its own websites and even redirects traffic to explicit websites, both for shock value and for profit.



CYBER SECURITY
Pam King

Online interactions are a vital part of today's business blueprint and domain hijacking, along with other cybersecurity threats, are both time-consuming and costly. According to the National Cyber Security Alliance's 2012 National Small Business Study, 66 percent of businesses state that their product or service depends on the Internet for day-to-day operations; 38 percent characterize it as very dependent, and 67 percent say they have become more dependent on the Internet in the past 12 months.

The study also indicates that only 52 percent have a plan or strategic approach in place for keeping their businesses cyber secure.

Keeping your business presence strong and secure online is critical to protecting your company's good

ADDITIONAL RESOURCES:

- INTERNET CRIME COMPLAINT CENTER:** www.ic3.gov
- BETTER BUSINESS BUREAU DATA SECURITY GUIDE:** www.bbb.org/data-security
- NATIONAL CYBER SECURITY ALLIANCE:** www.staysafeonline.org
- FEDERAL COMMUNICATIONS COMMISSION:** www.fcc.gov/cyberfor-smallbiz
- FEDERAL TRADE COMMISSION:** www.business.ftc.gov

name. Your BBB recommends: Keep your website's registration up to date. Keep track of your domain names' expiration dates and keep your contact information and that of the website domain company, web host and web developer handy at all times. Most registrars no longer send out renewal notices via snail mail. This means that if your email address is not current, you will not receive renewal notices, nor will you receive notices about potential domain deletions.

Be careful when using free email addresses. Many free email services automatically suspend or delete your account if you do not log in frequently enough, according to Better-Whois.com. Once your email account is deleted, a domain hijacker can sign up for your same email address and use it to give permission to transfer your domains.

Monitor your website and other websites with names or spellings similar to your business. Be alert to unanticipated dips or spikes in website visits.

Consider placing a registrar lock on your domain. This will lock your domain record at the registry level and prevent it from being transferred, modified or deleted by a third party.

Pam King is president and chief executive of the Better Business Bureau Serving Northern Colorado and Wyoming.

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Friday, August 9, 2013
 7:30 a.m. to 12:30 p.m.
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 Register at: www.nocolegal.com/events or call Bibi Thomas at (970) 330-6700

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Bravo Entrepreneurs Lifetime Achievement 1998-2013

2013.....	Loren Maxey Fort Collins
2012	Norm Dean Greeley
2010	Don Churchwell Loveland
2008-09	Gene Markley Fort Collins
2007.....	Larry Kendall Fort Collins
2006.....	B.D. "Pete" Peterson and J. Barney Flood Greeley
2005.....	George Hall Greeley
2004.....	Bill Neal and Leo Schuster, Fort Collins and Loveland
2003.....	Kathryn Hach-Darrow Loveland
2002.....	Bob Tointon Greeley
2001.....	Tom Gleason Fort Collins
2000.....	Ken Monfort Greeley
1999.....	Bob Everitt Fort Collins
1998.....	W.D. Farr Greeley

In 1969 I started Maxey Companies because I wanted to stay in Fort Collins not transfer with the company I was working for. Forty-four years later to receive the Bravo Lifetime Achievement award surprised me. My goal was to create a good life for my family in the community we loved and be a servant of that community. Those were the rewards of being an entrepreneur. This is an unexpected recognition I am humbled and honored to receive.

— Loren Maxey
Lifetime Achievement 2013



Our world is better today because extraordinary individuals have taken risks. They started with only an idea - and they grew it into something much larger. Something that's changed lives, provided jobs, generated growth, and most importantly, they've helped shape our community.

Bravo! Entrepreneur Awards recognizes those individuals who demonstrate the characteristics of success, and who have overcome obstacles to become one of our community's most respected business leaders. To learn more about Bravo! Entrepreneur Awards, please visit www.NCBR.com.

SAVE THE DATE
March 25, 2014
Embassy Suites-Loveland

Northern Colorado
**BUSINESS
REPORT**

Entrepreneurs make
a difference.



BUSINESS REPORT LIST Largest SBA Lenders

Ranked by gross amount of SBA loans made in Northern Colorado

RANK	Lender	Larimer/Weld Dollar Amount 2012 Total No. of Larimer/Weld County Loans 2012	Larimer County Loans Weld County Loans	National Headquarters Website Year Founded
1	WELLS FARGO 401 S. College Ave. Fort Collins, CO 80524 970-490-6275	\$5,556,500 19	\$2,298,900 \$3,257,600	Sioux Falls, S.D. www.wellsfargo.com 1852
2	KEYBANK, NATIONAL ASSOCIATION 100 E. Drake Road Fort Collins, CO 80525 970-494-2480	\$2,978,000 7	\$1,165,000 \$1,813,000	Cleveland, Ohio www.keybank.com 1849
3	BBCN BANK 3731 Wilshire Blvd., Suite 1000 Los Angeles, CA 90010 213-639-1700/213-235-3033	\$2,330,000 2	N/A \$2,330,000	Los Angeles www.bbcnbank.com 1986
4	U.S. BANK, NATIONAL ASSOCIATION 2845 Linden Court Loveland, CO 80538 970-669-5172/970-669-0553	\$2,103,000 7	\$25,000 \$2,078,000	Cincinnati, Ohio www.usbank.com 1863
5	GREAT WESTERN BANK 151 S. College Ave. Fort Collins, CO 80524 970-226-1080/970-225-4905	\$2,046,000 5	\$1,650,000 \$396,000	Sioux Falls, S.D. www.greatwesternbank.com 1935
6	WILSHIRE STATE BANK 3200 Wilshire Blvd., 14th Floor Los Angeles, CA 90010 213-387-3200/213-427-6562	\$2,023,000 4	N/A \$2,023,000	Los Angeles www.wilshirebank.com 1980
7	HOME STATE BANK 2695 W. Eisenhower Blvd. Loveland, CO 80537 970-203-6100/970-669-6228	\$1,736,100 4	\$1,736,100 N/A	Loveland www.homestatebank.com 1950
8	JPMORGAN CHASE BANK, NATIONAL ASSOCIATION 822 Seventh St. Greeley, CO 80631 970-392-3203/970-395-7359	\$1,607,900 13	\$1,180,900 \$427,000	New York City www.chase.com 1824
9	LIVE OAK BANKING CO. 1741 Tiburon Drive Wilmington, NC 28403 910-790-5867/910-790-5868	\$1,594,000 2	\$248,000 \$1,346,000	Wilmington, N.C. www.liveoakbank.com 2007
10	BANK OF THE WEST 1075 W. Horsetooth Road Fort Collins, CO 80526 970-267-2200/970-223-7438	\$1,418,200 3	\$452,500 \$965,700	Fargo, N.D. www.bankofthewest.com 2000
11	CAPITALSPRING SBLC LLC 950 Third Ave. New York, NY 10022 212-981-0140	\$1,416,000 1	\$1,416,000 N/A	New York City www.capitalspring.com 2005
12	PACIFIC CITY BANK 3701 Wilshire Blvd., Suite 402 Los Angeles, CA 90010 213-210-2000/213-210-2032	\$1,350,000 2	N/A \$1,350,000	Los Angeles www.paccitybank.net 2003
13	BBVA COMPASS BANK 3501 W. 12th St. Greeley, CO 80634 970-356-3760/970-356-7313	\$1,282,100 6	\$522,000 \$760,100	Birmingham, Ala. www.bbvacompass.com 1964
14	FIRST NATIONAL BANK 155 E. Boardwalk Drive Fort Collins, CO 80525 970-494-6020	\$1,159,200 7	\$1,079,200 \$80,000	Omaha, Neb. www.1stnationalbank.com 1865
15	FARMERS & MERCHANTS BANK 100 S. Main St. Breaux Bridge, LA 70517 337-332-4132	\$1,036,000 1	N/A \$1,036,000	Breaux Bridge, La. www.fmb.com 1906
16	VERUS BANK OF COMMERCE 3700 S. College Ave., Unit 102 Fort Collins, CO 80525 970-267-6564/970-204-1590	\$695,000 5	\$695,000 N/A	Fort Collins www.verusboc.com 2005
17	FIRSTBANK 2315 S. College Ave. Fort Collins, CO 80525 970-493-1700	\$624,000 3	\$624,000 N/A	Lakewood www.efirstbank.com 1963
18	COMMUNITY REINVESTMENT FUND USA 801 Nicollet Mall, Suite 1700 Minneapolis, MN 55402 612-338-3050/612-338-3236	\$600,000 1	\$600,000 N/A	Minneapolis www.crfusa.com 1988
19	VISION ONE CREDIT UNION P.O. Box 277637 Sacramento, CA 95827 800-327-2628/916-363-4298	\$550,000 2	N/A \$550,000	Sacramento, Calif. www.visionone.org 1951
20	ADVANTAGE BANK 1475 N. Denver Ave. Loveland, CO 80538 970-613-1982/970-613-1853	\$465,000 1	N/A \$465,000	Loveland www.advantagebanks.com 2000
21	ADAMS BANK & TRUST 7800 S. College Ave. Fort Collins, CO 80525 970-667-4308/970-667-4398	\$240,000 1	\$240,000 N/A	Ogallala, Neb. www.abtbank.com 1916
22	FIRST NATIONAL BANK OF WYOMING DBA CAPITAL WEST NATIONAL BANK 2020 E. Grand Ave. Laramie, WY 82070 307-745-7351	\$150,000 1	\$150,000 N/A	Laramie, Wyo. www.fnbwyo.com 1964
23	NEW WEST BANK 1 3459 W. 20th St., Suite 114 Greeley, CO 80634 970-378-1800/970-378-1801	\$150,000 1	N/A \$150,000	Fort Collins www.bankofcolorado.com 2003
24	BANK OF COLORADO 1609 E. Harmony Road Fort Collins, CO 80525 970-206-1160/970-206-1156	\$100,000 1	\$100,000 N/A	Fort Collins www.bankofcolorado.com 1900
25	SUPERIOR FINANCIAL GROUP LLC 165 Lennon Lane Walnut Creek, CA 94598 925-296-0500/925-296-0510	\$5,000 1	N/A \$5,000	Walnut Creek, Calif. www.superiorfg.com 2005

Source: Small Business Administration

Researched by Mariah Gant

1 Acquired by Bank of Colorado May 2013.

EVENT ARCHITECT

Northern Colorado
BUSINESS
REPORT



NORTHERN COLORADO WOMEN OF DISTINCTION

2013

AUGUST 7, 2013

7:30 - 9:30 AM

BREAKFAST EVENT

EMBASSY SUITES,
LOVELAND

CALL FOR NOMINATIONS

Do you know a woman who's an exceptional business or community leader? Nominate her for the fifth annual Women of Distinction awards! Nomination forms available at NCBR.com.

Nominations are due by July 1.

To become a Women of Distinction sponsor contact:

Sandy Powell,
NCBR Sales Director

spowell@ncbr.com
970-232-3144

Nomination forms available at NCBR.com.

Women of Distinction is the premier celebration recognizing female leadership in Northern Colorado. Whether business professionals or community leaders, philanthropists or educators, these women choose to exert their time and considerable talents in ways that strengthen not only their organization's interests but our entire community.

Call for Nominations

Nomination forms available at NCBR.com.

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