

Important Contacts for Entrepreneurs

Getting Started

[Forsyth County Central Library](#)

The library provides free access to a wide variety of resources, services, programs and referrals useful to entrepreneurs, small business owners, nonprofits, investors, and innovators. You'll find a quiet working environment, reservable meeting rooms, public computers, and wireless access.

Use your library to research and identify competitors, sources of supply, sales prospects, demographics, and industry trends. You can find the link to the electronic resources through the [library's online resources](#) page or ask a librarian for help in getting started.

Information Services Department
Forsyth County Central Library
660 W. Fifth St.
Winston-Salem, N.C. 27101
336-703-3020

Business Start-Up Guides

["Business Startup Tools and Resource Guide" from SBTDC](#)

["Starting a Business" from Small Business Administration](#)

["Launching a N.C. Business" from Secretary of State](#)

["How to Start a Business in North Carolina" from NC.gov](#)

["Templates: Business Plan & Financial Statements" from SCORE](#)

[Search NC Live eBook Collection](#) or [Search the Forsyth County Library Catalog](#)

Register Business Name / Choose Legal Structure

[Choose Your Business Structure](#)

The Small Business Administration website covers descriptions of the most common business structures, including sole proprietorships, partnerships, LLCs, C corps, S corps, B corps, and nonprofit corporations.

[Forsyth County Register of Deeds](#)

Sole proprietorships and general partnerships operating under an assumed name must file an "Assumed Name Certificate" with the Register of Deeds office in the county or counties where the business plans to operate.

Forsyth County Government Center
201 N. Chestnut St.
Winston-Salem, N.C. 27101
336-703-2700

[N.C. Secretary of State, Corporations Division](#)

Register the name of your corporation, limited partnership or limited liability company with the Secretary of State, Corporations Division. Forms, fee schedules, a searchable database of business names and general information about legal structures are available on their website.

P.O. Box 29622
Raleigh, N.C. 27626-0622
919-814-5400

Licenses, Permits, Regulations

[Doing Business in Winston-Salem](#)

This website from the City of Winston-Salem lists city departments helpful to businesses. Use [Starting a Business Checklist](#) to get you started in the right direction. The revenue department provides information on [business licenses](#). Contact the small business liaison at 336-747-7474 for individual assistance with city departments, processes and programs.

Bryce A. Stuart Municipal Building
100 E. First St.
Winston-Salem, N.C. 27101
336-727-8000 (City Link/General Information)
336-747-7474 ([Small Business Liaison](#))
336-734-1262 ([Minority/Women Business Enterprise](#))
336-747-6954 ([Business Licenses](#))

[Business Link North Carolina \(BLNC\)](#)

The BLNC website provides information on many state-issued, regulatory and occupational licenses and permits. Contact a BLNC Business Counselor to verify the requirements for your business.

15000 Weston Parkway
Cary, N.C. 27513
800-228-8443 | 919-447-7777

[Occupational Licenses in North Carolina](#)

Search occupations requiring a license in North Carolina.

Tax Information

[North Carolina Department of Revenue](#)

450 W. Hanes Mill Rd., Suite 202
Winston-Salem, N.C. 27105
336-661-6800 | 877-252-3052

[U.S. Internal Revenue Service: Businesses](#)

The website from the IRS, includes business topics related to taxes. Subjects include starting, operating, and closing a business, employment taxes, and [Employer ID Numbers \(EIN\)](#). The local IRS office address is:

1677 Westbrook Plaza, Suite 160
Winston-Salem, N.C. 27103
336-659-2740 Local IRS office
800-829-4933 Business Tax Information

[Forsyth County Tax Administration](#)

Forsyth County Government Center
201 N. Chestnut St.
Winston-Salem, N.C. 27101
336-703-2300

Patent, Trademark & Copyright

[N.C. Secretary of State, Trademarks Section](#)

P.O. Box 29622
Raleigh, N.C. 27626-0622
919-814-5400

[U.S. Patent and Trademark Office](#)

The website includes a wealth of information about patents and trademarks, including contact information for every step of the process.

USPTO Madison Building
600 Dulany St.
Alexandria , V.A. 22314
800-786-9199

[U.S. Copyright Office](#)

101 Independence Ave. S.E.
Washington, D.C. 20559-6000
877-476-0778 (toll free)
202-707-3000

Business Plans

Most lending agencies will require a well thought out business plan to be completed before a loan is made. The Forsyth County Public Library has a wide variety of print and electronic resources to help with the business planning process. Visit the information services department on the third floor of the central library or call 336-703-3020 for assistance.

Financial Needs

[City of Winston-Salem Small Business Loan Program](#)

The development office provides technical and financial assistance to both small business owners and commercial property owners. Financial assistance for small businesses is available through a small business loan fund if the business is located in the Winston-Salem Neighborhood Revitalization Strategy Area (NRSA).

100 E. First St.
Winston-Salem, N.C. 27101
336-747-7474 ([Small Business Liaison](#))

[Micro-Enterprise Loan Program](#)

This program is intended to benefit businesses owned and operated in Forsyth County. Small loans are available to qualified businesses for start-up, materials and supplies, operating expenses and training.

301 N. Main St., Suite 2221
Winston-Salem, N.C. 27101
336-722-9600 | melp@bellsouth.net

[Piedmont Triad Regional Council: Business Investment Fund](#)

The Business Investment Fund is a “locally controlled source of capital used to finance start-ups and expanding small and medium sized businesses here in the Piedmont Triad.” It helps bridge the gap for businesses “between what the bank can lend you and the equity you can provide.”

1398 Carrollton Crossing Dr.
Kernersville, N.C. 27284
336-904-0300

[Small Business Administration \(SBA\)](#)

While the SBA does not offer direct loans, it does enable its lending partners to provide financing to small businesses on reasonable terms when funding is otherwise unavailable by guaranteeing major portions of loans made to small businesses. The SBA website provides businesses with a wealth of information on such areas as starting and managing a business, financial assistance, taxes, laws and regulations, international trade, and workplace issues. The N.C. District Office address is:

6302 Fairview Rd., Suite 300
Charlotte, N.C. 28210
704-344-6563 | 800-827-5722 Toll Free

[Self-Help Credit Union](#)

Self-Help is a community development financial institution whose mission is to create ownership and economic opportunities for minorities, women, rural residents, and low-wealth families. Self-Help’s small business lending helps entrepreneurs who find it difficult or impossible to obtain more conventional financing.

301 W. Main St.
Durham, N.C. 27701
800-966-7353

Small Business Assistance

[Access Center for Equity & Success](#)

The Access Center for Equity & Success helps minority and woman-owned business enterprises (MWBEs) thrive equitably by providing access to resources, technical support, contract opportunities and financing.

486 Patterson Avenue, Suite 241
Winston Salem, N.C. 27101
336-918-5409 | hasani@accessws.org

[City of Winston-Salem Development Office](#)

The city of Winston-Salem small business liaison provides assistance in setting up small businesses and solving problems related to city and county rules and regulations. The development office also offers The Minority & Women Business Enterprise (M/WBE) Program, which presents workshops and seminars to help minority and women-owned businesses.

100 E. First St.
Winston-Salem, N.C. 27102
336-747-7474 (Small Business Liaison)
336-734-1262 (Minority/Women Business Enterprise)

[Economic Development Partnership of North Carolina \(EDPNC\)](#)

Economic Development Partnership of North Carolina (EDPNC) assists with all business needs, including starting and growing a business, as well as exporting assistance. The Business Link North Carolina ([BLNC](#)) division assists new businesses by providing free phone consultations on topics like business licenses and regulatory requirements. BLNC also offers free seminars, webinars and legal forms.

15000 Weston Parkway
Cary, N.C. 27513
800-228-8443 | 919-447-7777

[Enterprise Center](#)

The Enterprise Center is a business incubator and community learning center, providing support services and mentoring to small businesses in marketing strategy, legal issues, and business planning.

1922 S. Martin Luther King, Jr. Dr.
Winston-Salem, N.C. 27107
336-734-6900

[Flywheel Coworking](#)

Open 24/7, Flywheel is a flexible, shared coworking space for entrepreneurs. They offer membership plans for different types and sizes of work spaces, as well as schedule events and workshops for the business community.

The Center for Design Innovation
450 Design Ave.
Winston-Salem, N.C. 27101
336-750-8050

Hustle Winston-Salem

Hustle’s mission is to “help grow the local economy by accelerating UNDERREPRESENTED entrepreneurs, with a focus on women, people of color, and marginalized business districts.” They also offer programs and events for the business community.

Email: hustlewsinfo@gmail.com

MIXXER

MIXXER is a community makerspace that offers members flexible workspace and shared resources at a lower cost. For entrepreneurs, they offer “access to a wide variety of tools for rapid prototyping and a community of knowledgeable makers.”

1375 North Martin Luther King Jr. Dr.
Winston-Salem, N.C. 27101
336-265-7362
info@wsmixxer.org

N.C. Office of Historically Underutilized Businesses (HUB)

The HUB office advocates for minority, women, and disabled-owned businesses. It provides outreach, training, and networking opportunities for new and established HUB firms.

Mailing Address
1336 Mail Service Center
Raleigh, N.C. 27699-1336
919-807-2330

N.C. Rural Center

The Center’s goal is to stimulate and support the development of micro, small, and medium-sized enterprises in North Carolina’s 85 rural counties.

4021 Cary Dr.
Raleigh, N.C. 27610
919-250-4314

SCORE (Service Corps of Retired Executives)

SCORE is dedicated to aiding in the formation, growth, and success of small businesses nationwide. They offer advice and counseling to business people and entrepreneurs. Their website includes [business plan and financial statements templates](#).

1451 S. Elm-Eugene St, Ste. 2306
Nussbaum Center for Entrepreneurship
Greensboro, N.C. 27406
336-333-5399

Small Business Center of Forsyth Tech

The Small Business Center offers day and evening workshops and seminars for business owners, managers, and those considering starting a business. The SBC includes a small space for quiet study and consultation as well as free counseling services by appointment for new and existing businesses.

525 Vine St.
Winston-Salem, N.C. 27101
336-757-3810

Small Business and Technology Development Center (SBTDC)

SBTDC is a business development service of The University of North Carolina system, operated in partnership with the SBA. They provide individual business counseling, group instruction, online training, and guides on all aspects of starting and growing a business. The SBTDC website includes resources and publications on starting a business, technology commercialization, raising capital, intellectual property (patents, trademarks, and copyrights), government contracting, and international business/exporting.

SBTDC at Winston-Salem State University
112B R.J. Reynolds Center
601 S. Martin Luther King Jr. Dr.
Winston-Salem, N.C. 27110
336-750-2030 | 800-258-0862

The Institute

This statewide nonprofit organization represents the interests of underdeveloped and underutilized sectors of the state's economic base.

114 W. Parrish St.
Durham, N.C. 27701
919-956-8889

U.S. Export Assistance Center in N.C.

The North Carolina offices, located in Greensboro, Raleigh and Charlotte, "provide export counseling and advice, information on markets abroad, international partner contacts and advocacy services." Contact the Greensboro office at 336-333-5345.

Venture Cafe Winston-Salem

The mission of Venture Cafe is to "broaden, connect, and support the innovation community through public spaces and programs to help anyone with an idea succeed." The weekly Thursday evening gatherings provide a space for conversations and scheduled programs to inspire a wide range of attendees from around the Piedmont Triad to connect. Contact Susan Morris, Program Director (susan@venturecafewinstonsalem.org).

Venture Cafe Winston-Salem
Meetings at Bailey Power Plant
486 Patterson Ave.
Winston-Salem, N.C. 27101

[Wake Forest University Community Law & Business Clinic](#)

Law students from Wake Forest University School of Law provide pro-bono legal and business consultancy services to entrepreneurs during the academic year. These second and third year law students are under the close supervision of experienced and licensed North Carolina attorneys. The office is located on the campus of Wake Forest University in Worrell 2302 (east wing).

Community Law & Business Clinic
P.O. Box 7206
Winston-Salem, N.C. 27109
336-758-4950

[Winston-Salem Chamber of Commerce](#)

The Winston-Salem Chamber of Commerce is an advocate for business interests in Winston-Salem and Forsyth County. The Chamber of Commerce offers services designed to improve local businesses and to help them connect with other businesses throughout the community.

411 W. Fourth St., Suite 211
Winston-Salem, N.C. 27101
336-728-9200

[Winston Starts](#)

Winston Starts is a business incubator/accelerator to help companies start and grow. They provide space, classes, coaching and mentor programs for the entrepreneur. As a nonprofit organization, they are able to offer resources “at an extremely affordable rate.” Resources include high-tech meeting and video conferencing spaces, private phone rooms and coworking space.

500 W 5th Street, Suite 400
Winston Salem, NC 27101
[Contact form](#)



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336-703-3020
www.forsythlibrary.org