

MISSION FOR RTEC

The mission of RTEC is to assist in the creation of new or expanding businesses in the City of Rawlins. It supports the entrepreneurial spirit, particularly when it leads to new jobs, new businesses and enriches the community and its economy. The Center is meant to provide the starting point for a venture to grow, mature and ultimately move on to become a successful member of the greater business community.

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RAINBOW TE-TON ENTREPRENEUR CENTER— RTEC

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One Business at a Time!

ABOUT RTEC

What is a business entrepreneur center?

Entrepreneur centers are programs designed to accelerate the successful development of entrepreneurial companies through an array of business support resources and services, developed and orchestrated by the center management and offered both in the entrepreneur and through its network of contacts. Entrepreneur centers vary in the way they deliver their services, in their organizational structure, and in the types of clients they serve.

The Rainbow Te-ton Entrepreneur Center—RTEC is a multi-dimensional entrepreneur center in Rawlins & Carbon County. Created for the opportunity for new, early stage or expanding businesses to collaborate, share expenses and ideas. RTEC will house private and public educational and professional agencies that will stimulate economic development, share information and strengthen community partnerships.

Center offers:

- *Professional Retail & Office Space—criteria on the next page*
- *Conference/Training Room*
- *Virtual Office Space*
- *Monthly Training - varied topics*

A business location that exists only in cyberspace. A virtual office setup allows business owners and employees to work from any location by using technology such as laptop computers, cell phones and internet access. A virtual office can provide significant savings and flexibility compared to renting a traditional office space. RTEC provides 2 virtual office packages to give the tenant a downtown physical address, a professional phone-answering service and even occasional use of the conference room to meet with clients. A virtual office is a very cost effective option for startup business as it requires no investment in office hardware.

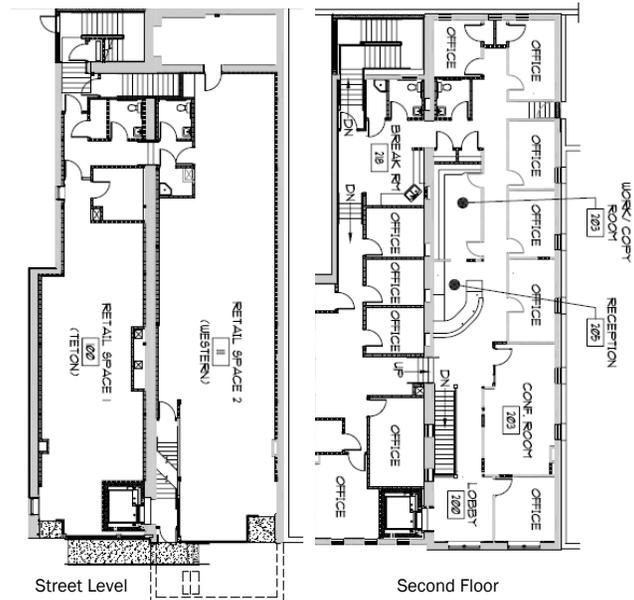
A completed *Business Plan* for potential tenants is required. The business plan should contain an executive summary, potential markets and size of market, growth potential, financial projections, exit strategies and best estimate of length of stay for the business. Tenants should be directly involved in the production of this important document. If a potential tenant does not have a Business Plan, the Small Business Development Center (SBDC) will work with the potential tenant to complete.

The following list constitutes other qualifications and expectations for a successful applicant. Candidates should meet the majority of these qualifiers:

- **New or Early stage business** - a business should be 2 years old or less. Some businesses operating longer may be permitted if the business is going in an entirely new direction (i.e. significantly re-organizing for expansion or from a home-based).
- **Expanding Businesses to Rawlins**—a new business to Rawlins that meets additional criteria. Limited offices for expanding businesses, please call for more information.
- **Viable Concept**—a specific and realistically viable business concept: not simply a general goal to "own my own business".
- **Sustainable**—the business is likely to survive and grow into a sustainable company and function outside RTEC in one to four years.
- **Local Location**— intent to remain in the RTEC Community after "graduation" – participate in RTEC seminars, events and any other duties to continue the growth of RTEC or its tenants.
- **Capital/Means of Support** - A candidate for admission should have adequate capitalization to provide for six to twelve months of viable operation (to be outlined in the business plan); or if a very small operation, have sufficient means to cover RTEC office agreement and additional business expenses for an extended period while business is growing.

- **Sustainable Fit**— business suitable to operate in the "professional office & retail environment" and does not require a large waiting area for customers or unattended children, or extensive parking needs.
- **Compatible Fit**—generally compatible with the Entrepreneurial community, and willingness to support and promote the RTEC concept. Does not weaken or alter RTEC's image or purpose, nor negatively impact other participants' business operations.
- **Business Knowledge** - RTEC welcomes, actually gives preference to, those who need assistance and on-going support. However, the applicant should possess a rudimentary knowledge of the chosen field and of basic business practices before moving forward.
- **Limited Duplication of Existing Businesses** - Entry of new businesses that closely resemble existing RTEC participants will be judged on a case-by-case basis to rule out potential conflicts. Also, the presence of a significant number of identical/similar businesses already in the community may be a limiting factor.

***The RTEC Building Committee retains the right to alter the criteria based on the current occupancy rate and other factors.**



Retail Space 1— 1,150sf Retail Space 2— 1,800sf

Upstairs Offices - range 97sf to 175 sf

Services Include: Phone, High Speed Internet, Copy room with b/w copies, Shared Conference Room, Shared Administrative Assistant and Partnering Agencies & Other Entrepreneurs' for Business Support.