



Oifig Fiontair Áitiúil Local Enterprise Office

Oifig Fiontair Áitiúil An Chláir

Local Enterprise Office Clare



TRAINING & DEVELOPMENT PROGRAMME AUTUMN/WINTER 2019



COMHAIRLE CONTAE AN CHLÁIR
CLARE COUNTY COUNCIL

Let's talk business...
#MakingItHappen



Difig Fiontair Áitiúil An Chláir

Local Enterprise Office Clare

Local Enterprise Office Clare aim to support the creation of sustainable employment throughout the County of Clare by ensuring micro enterprises have access to funding supports and relevant training to equip our entrepreneurs with the skills to compete globally. We are the first stop shop for all entrepreneurs looking to start or grow your business.

Home-grown business ideas which display innovation and creativity will enable Clare enterprises to grow jobs, challenge for market share and demonstrate Clare's capability to adapt in a challenging global economic climate. It's important we assist our entrepreneurs to provide innovative products, processes and knowledge-based solutions that will enable them to grow and enhance job creation opportunities.

Local Enterprise Office Clare is committed to investing in the development of both Entrepreneurs/Owner Managers and your staff. To assist the small business community in meeting the challenges of the business world, Local Enterprise Office Clare provide a wide range of high-quality training supports which are tailored to meet specific business requirements of Clare based enterprises. These programmes are varied and are designed to assist enterprises with challenges

they face day to day. Over the last few months, the uncertainty around Brexit is a significant cause for concern. To meet this challenge, Local Enterprise Office Clare has introduced a new specialised mentoring service to help local businesses prepare for all outcomes of Brexit.

In addition to the **training supports** Local Enterprise Office Clare also provide an extensive range of supports to local businesses through one to one **mentoring, microfinance loans, website development funding and financial assistance to participate in trade shows abroad.** Our confidential advisory service is open to anyone exploring self-employment as an option or for those who are currently operating a business. We also look to the future by facilitating a Student Enterprise Programme for our 2nd level students and a competitive fund, "Ireland's Best Young Entrepreneur" aimed at supporting our younger generation.

Starting and growing a business can be challenging but also very rewarding. There are supports available to assist you in this journey. Please visit **www.localenterprise.ie/Clare** where you can learn more about what Local Enterprise Office Clare can do to support you.

Padraic McElwee
Head of Enterprise

Business Training - July - December

Date	Course	Venue	Cost
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START UP AND BUSINESS DEVELOPMENT PROGRAMMES

4th Sept	Start Your Own Business	The Junction Building, Ennis	€70
24th Sept	Management Development Programme	Treacy's Hotel, Ennis	€80
16th Sept	Computerised Accounts	Clare Education Centre, Ennis	€70
4th Nov	Start Your Own Business	The Junction Building, Ennis	€70

DIGITAL MARKETING PROGRAMMES

30th Aug	Advanced Facebook Adverts	Clare Education Centre, Ennis	€25
2nd Sept	Complete Digital Marketing	Clare Education Centre, Ennis	€70
3rd Sept	Instagram for your Business	Clare Education Centre, Ennis	€15
24th Sept	Beginners guide to setting up a Business Website	Clare Education Centre, Ennis	€25
31st Oct	Complete Digital Marketing	Clare Education Centre, Ennis	€70
13th Nov	Video Marketing Workshop	Clare Education Centre, Ennis	€25
3rd Dec	Instagram for your Business	Clare Education Centre, Ennis	€15

ONE DAY WORKSHOPS

10th July	Patents/Trademark Seminar	Clare County Council, Ennis	€10
19th Sep	Essentials of Exporting	Bunratty Castle Hotel (Enterprise Ireland)	€70
16th Oct	Pricing your Product or Service	Templegate Hotel, Ennis	€25
22nd Oct	Primary Course in Food Safety	Templegate Hotel, Ennis	€70
30th Oct	Writing a Business Plan	Hotel Woodstock, Ennis	€25

Business Training - July - December

Date	Course	Venue	Cost
19th Nov	Human Resource Management	Templegate Hotel, Ennis	€25
4th Dec	GDPR One Year On	Old Ground Hotel, Ennis	€10

LEO CLARE INFORMATION CLINICS/SEMINARS

28th Aug	Business Advice Mentoring Clinic	Kilrush Hub, Kilrush	Free
2nd Oct	Brexit Mentoring Clinic	Clare County Council, Ennis	Free
12th Nov	Website Grant Information Seminar	Kilrush Hub, Kilrush	Free
20th Nov	Business Advice Mentoring Clinic	TBC, Shannon	Free

WOMEN IN BUSINESS NETWORKING EVENTS

17th Sept	WIB Network Event	Templegate Hotel, Ennis	€10
17th Oct	National Women's Enterprise Day	Dromoland Castle	TBC
21st Nov	WIB Network Event	Templegate Hotel, Ennis	€10

Further events may be added to our calendar.
Please check our website www.localenterprise.ie/clare for all updates

Grant Aids

PRESTART - Feasibility Study Grant

Do you want to research the feasibility of your idea before heading to market?

The Feasibility Study grant can provide up to €15,000 in match-funding to research the viability and sustainability of a product or service and/or develop a prototype.

What can the grant be used for?

- Market research and consultancy fees
- Prototype development
- The promoter's salary (up to a maximum of 20% of the overall grant drawdown)
- Miscellaneous costs such as travel expenses (up to a maximum of 20% of the overall grant drawdown)

START - Priming Grant

Does your new business need an investment?

The Priming Grant can provide up to €80,000 in match-funding to assist a business within its first 18 months of trading.

What can the grant be used for?

- Capital items such as fit-out of workspace, office equipment, machinery etc.
- A contribution towards salary costs of employees (but not the promoter's salary)
- Consultancy, innovation and marketing costs
- General overhead costs (but not those associated with buying land, buildings or vehicles)

GROW - Business Expansion Grant

Does your business need a boost to help it grow even further?

The Business Expansion Grant can provide up to €80,000 in match-funding to assist a business that has been trading for more than 18 months.

What can the grant be used for?

- Capital items such as fit-out of workspace, office equipment, machinery etc.
- A contribution towards salary costs of employees (but not the promoter's salary)
- Consultancy, innovation and marketing costs
- General overhead costs (but not those associated with buying land, buildings or vehicles)

Training Schedule 2019

A full list of training programmes available at www.localenterprise.ie/clare

July

Patents/ Trademarks Seminar

Venue: Clare County Council, Ennis
Date: 10/07/2019
Time: 11.00am-1.00pm
Cost: €10

LEO Clare along with Patents Office Kilkenny will host an information seminar followed by Q & A.

Course Content: This programme covers Topics which include: Patents for Inventions Registered Designs for Product Shape/ Form Trademarks for Logos/ Business Name Copyright.



Technical Assistance for Micro Exporters' grant.
*See localenterprise.ie for eligibility criteria, Ts & Cs.

Export Assistance Grant - €2,500 available

Is your business ready to investigate and explore a market outside of Ireland?

The Export Assistance Grant will part-fund the costs that can be incurred in investigating and researching export markets.

Eligible expenditure categories:

- Trade Show exhibitor costs*
- Export specific marketing materials
- Export related website development

*Note: Economy flight costs are eligible with other travel and subsistence costs subject to the Local Enterprise Office maximum limits.

Find more information contact the office on:

065 - 6821616

Terms and conditions apply.

Business Advice Mentoring Clinic

Venue: Kilrush Hub, Kilrush Town Hall
Date: 28/08/2019
Time: 9.30am-1.30pm
Cost: Free to Attend [Registration Required]

Thinking of starting your own business? Maybe you have an idea and want to see if it is viable? Or perhaps you want to expand an existing business?

Register for our free advice clinics to find out more about the supports available from Local Enterprise Office Clare.

Advanced Facebook Advertising

Venue: Clare Education Centre, Kilrush Road, Ennis
Date: 30/08/2019
Time: 9.30am-4.30pm
Cost: €25 [Lunch Included]

Facebook is constantly changing and is evolving into an advertising platform for businesses. This training will ensure that you are up to speed on the latest Facebook advertising techniques.

Course Content: This Advanced Facebook Advertising course goes way beyond “how to boost a post” and shows you all the latest techniques. This is a hands-on workshop and on the course you will setup different types of advertising campaigns.



**Microfinance
Ireland**
Small Business Loans

▶ **HAVE YOU GOT
BIG IDEAS?**

We provide **Small Loans**
for **Small Businesses**
with **Big Ideas.**

For further details visit
www.localenterprise.ie/clare



Complete Digital Marketing Programme

Venue: Clare Education Centre, Kilrush Road, Ennis
Date: 02/09/2019
[6 Week Programme]
Time: 1.30pm-5.00pm
Cost: €70

Understanding how to market your business Online is becoming vitally important for every Business owner. This very popular hands on course which is designed to give you a comprehensive practical overview of digital marketing – it explains the major strands including social media and explains how they all fit together.

Course Content: This programme covers SEO, content and video marketing, how to convert your traffic into more enquiries and sales, Email marketing, blogging, Instagram and Facebook marketing, Twitter marketing and LinkedIn marketing.

Instagram for your Business

Venue: Clare Education Centre, Ennis
Date: 03/09/2019
Time: 1.30pm-5.00pm
Cost: €15

Would you like to know how you could use Instagram to market your business? A one day Workshop - Instagram for your Business - Beginners/ Intermediate.

Course Content: This training course will explain what Instagram is and how to use it to market your business. It will explain how to set up an Instagram account, how to create eye-catching images/videos, how to post a story. It will explain what type of marketing tool Instagram is and how to use it for free and through paid advertising.

Start your own Business Course

Venue: Junction Building, Ennis
Date: 04/09/2019 [6 Week Programme]
Time: 6pm-9pm
Cost: €70

Are you considering setting up your own business or have just recently started a new business but not sure what areas to focus on? Then this is the course for you!

Course Content: Business & marketing planning; Funding sources; Finance and Bookkeeping; Product research; Sales; Business and employment law; ICT.

Computerised Accounts

Venue: Clare Education Centre, Ennis
Date: 16/09/2019 [3 Week Programme]
Time: 9.30am-4pm
Cost: €70

Laptop Required

This is a three-day course giving business owners the opportunity to learn how to prepare and maintain their own records by a professional accountant.

Course Content: Hardware & Software, File Management, Accounting Skills & Procedures, Customers, Suppliers, Bank, VAT, Stock, Financials, Wages system.

Post Course support: Telephone & email support to be provided for each participant for a period of 6 months following the conclusion of the programme.

Essentials of Exporting

Venue: Bunratty Castle Hotel, Co Clare
Date: 19/09/2019
Time: 8.30am-12.30pm
Cost: €70

Are you interested in growing your business through exporting but are not sure what might be involved?

Enterprise Ireland invites you to a half-day masterclass to help you to:

- Understand your business strengths and identify what you need to export successfully
- Look at your products and / or services and their value to overseas customers
- Assess the opportunities and the costs, the risks and the rewards
- Hear from companies that have achieved success in export markets and meet the Enterprise Ireland experts.

Register at: <https://www.enterprise-ireland.com/>

Management Development Programme

Venue: Treacy's West County Hotel, Ennis
Date: 24/09/2019 (8 Week Programme)
Time: 6.00pm-9.00pm
Cost: €80

This programme has been developed to facilitate owners / managers recognise the weaknesses in their business and then build their management capacity to address these issues. It is suitable for businesses who have been operating at least 2 – 3 years. Helping you to achieve sustainability and growth in your business, this integrated learning programme is designed to make an impact on you, the owner manager, and your business.

Course Content: Building a Business with Planning and Development, Opportunities

and Threats, Building the Team, Leadership and Understanding People, Understanding your Accounts and Money Matters, Building a Business Development Strategy.

Beginners guide to setting up a Business Website

Venue: Clare Education Centre, Kilrush Road, Ennis
Date: 24/09/2019
Time: 9.30am-4.30pm
Cost: €25 [Lunch Included]

What will be covered at this workshop: This training workshop will give participants the skills, tools and knowledge to be able to develop a website brief and work with their web developer to design and build a website that is effective for their business and converting a large percentage of their website visitors.

Course Content: Website review [template provided] Fully practical session where participants will audit their own website

- Content Marketing
- Mobile considerations
- Writing a website
- Working with your web developer
- Working with Wordpress



Brexit Mentoring Clinic

Venue: Clare County Council, Ennis
Date: 02/10/2019
Time: 9.00am-3.00pm [1 Hour per client]
Cost: Free [Registration Required]

The Brexit Clinic is designed to assist companies identify your exposure to Brexit from a range of perspectives - supply chain, customs, currency, operations, people etc.

Our expert Brexit Mentor will help you to complete a Brexit Scorecard Assessment in a **private 45 minute long one-to-one meeting** and provide guidance on areas of concern to enterprises. Meeting slots are available on the day and these will be allocated on a first come first served basis.

Date Subject to Change.

Does your pricing cover your cost?

Venue: Templegate Hotel, Ennis
Date: 16/10/2019
Time: 9.00am-5.00pm
Cost: €25 [Lunch Included]

Workshop is tailored to business owners and managers who determine and influence pricing within the business. 1 Day Workshop. Lunch included.

Course Content: The aim of this workshop is to aid participants in determining the right price for their product/service, to assist him/her in generating revenue, mitigating against potential loss within the business and maximising opportunities relative to the customer base.

Primary Course in Food Safety

Venue: Templegate Hotel, Ennis
Date: 22/10/2019
Time: 9.00am-5.00pm
Cost: €70

A one day Workshop - essential for any person handling/ preparing food. This course has been designed and developed by the Environmental Health Officers Association of Ireland which focuses on requirements under EC regulations no 852/2004.

Course Content: Introduction to Food Safety, Food Contamination; Food Delivery and Storage; Food Preparation and service; Personal Hygiene; Layout of food premises; Cleaning and operational hygiene; Introduction to HACCP; Pest Control; Role of Food Safety Authorities.

Writing A Business Plan Workshop

Venue: Hotel Woodstock, Ennis
Date: 30/10/2019
Time: 9.00am-5.00pm
Cost: €25

This one-day workshop is for anyone setting up a new business or updating an existing business plan. It is important to write an effective business plan and to keep updating and reviewing the plan.

Workshop to cover the following:

- Why do you need a business plan?
- How to write a business plan?
- Content and structure of the business plan
- Who is the business plan for?

Complete Digital Marketing Programme

Venue: Clare Education Centre, Kilrush Road, Ennis
Date: 31/10/2019
 [6 Week Programme]
Time: 1.30pm-5.00pm
Cost: €70

Understanding how to market your business online is becoming vitally important for every business owner. This very popular hands on course which is designed to give you a comprehensive practical overview of digital marketing – it explains the major strands including social media and explains how they all fit together.

Course Content: This programme covers SEO, content and video marketing, how to convert your traffic into more enquiries and sales, Email marketing, blogging, Instagram and Facebook marketing, Twitter marketing and LinkedIn marketing.



Need help to Internationalise your business?



Business Support on Your Doorstep

Enterprise Europe Network with its network of over 3,000 staff in 600 locations spread across 60 different countries is an excellent resource for any business expanding internationally

Ofíóg Fiontair Áitiúil
Local Enterprise Office



COMHAIRLE CONTAE AN CHLÁIR
CLARE COUNTY COUNCIL



European Union
European Regional
Development Fund

To find out more email localenterprise@leo.clarecoco.ie or
phone **065 6821616**

Start Your Own Business Course

Venue: Junction Building, Ennis
Date: 04/11/2019 [6 Week Programme]
Time: 6.00pm-9.00pm
Cost: €70

Are you considering setting up your own business or have just recently started a new business but not sure what areas to focus on? Then this is the course for you!

Course Content: Business & marketing planning; Funding sources; Finance and Bookkeeping; Product research; Sales; Business and employment law; ICT.



Website Grant Information Seminar

Venue: Kilrush Hub, Kilrush Town Hall
Date: 12/11/2019
Time: 6.00- 8.00pm
Cost: Free to Attend [Registration Required]

Are you looking to upgrade or build a new website for your business?

Grow your business with help from this Government grant scheme, designed to assist small businesses. It offers financial assistance of up to €2,500 along with training and advice to help your business trade online.

What will be covered at this workshop:

Meet Local businesses that have benefited from the scheme. Discussion on how the scheme works. Visit Trade stands of Internet Solution and Digital Marketing providers.

Video Marketing Workshop

Venue: Clare Education Centre, Kilrush Road, Ennis
Date: 13/11/2019
Time: 9.30am-5.00pm
Cost: €25 [Lunch Included]

How to use online video to market your business and how to shoot and edit a marketing video.

Course Content: Would you like to be able to shoot and edit marketing videos for your website or social media posts but you don't know how to do it? In this course you will learn what kind of online marketing videos you can make, how you can shoot videos with your smartphone if you have some additional low cost equipment and how to edit the footage into a marketing video.



Recruiting & Maintaining the Right Candidate

Venue: Templegate Hotel, Ennis
Date: 19/11/2019
Time: 9.30- 4.30pm
Cost: €25 [Lunch Included]

On completion of this course participants will have an increased understanding of the requirements under employment legislation in being a member of the management team. The aim is to increase understanding of the Management team of the practical side of HR through knowledge and confidence.

Course Content:

- A greater understanding of the responsibilities of management under employment law legislation
- Confidence to carry out internal procedures with confidence
- General overview of performance management
- Be able to deal with difficult people and personalities
- Disciplinary policies and dismissals

WOMEN IN BUSINESS NETWORK



FOR WOMEN LOOKING TO
START, GROW OR SCALE
THEIR BUSINESS

Difig Fiontair Áitiúil An Chláir

Local Enterprise Office Clare

Local Enterprise Office Clare is actively engaged in encouraging and inspiring an increase in female-led businesses through our Women in Business Network and initiatives such as the annual National Women's Enterprise Day. An important aspect of the networking programme is the promotion of successful female

entrepreneurs as role models and the use of mentoring and networking opportunities which aims to build confidence of newly emerging female entrepreneurs. Why not attend one of our upcoming networking events to meet with like-minded women and share experiences?

Save the date!



**National Women's
Enterprise Day**

Making It Happen

THURSDAY OCTOBER 17th 2019


UPCOMING NETWORKING EVENTS

- Tuesday, 17th September
- Thursday, 17th October
- Thursday, 21st November

To find out all the latest news, updates and networking events relevant to our WIB Network:

 Join our 'LEO Clare Women in Business' Facebook Group today!

or

 Subscribe to our LEO Clare WIB Newsletter by emailing localenterprise@leo.clarecoco.ie

Website Development Grant

Grow your business online with a grant of
up to €2,500.

It's easier than you think.

Who is eligible?

The **Trading Online Voucher Scheme** assists small businesses to trade online. The Scheme is open to small businesses that have limited or no online presence, have less than 10 employees and turnover less than €2 million. Applicants must be trading for a minimum of 12 months.

Benefits to your Business



Over 2/3 confirmed
up to **20%**
of their sales are now online



81%
of businesses
experienced an
increase in sales since
availing of the grant

65%

of businesses
have seen

increased sales of up to 20%



43%

said the Trading
Online voucher has
increased their
international sales

How to apply:

Contact Local Enterprise Office Clare on **065 6821616**

or email localenterprise@leo.clarecoco.ie to find out more about a Trading Online Voucher

Business Advice Mentoring Clinic

Venue: Shannon Municipal District Office
Date: 20/11/2019
Time: 9.30am- 1.30pm
Cost: Free to Attend [Registration Required]

Thinking of starting your own business? Maybe you have an idea and want to see if it is viable? Or perhaps you want to expand an existing business?

Register for our free advice clinics to find out more about the supports available from Local Enterprise Office Clare.

Instagram for your Business

Venue: Clare Education Centre, Ennis
Date: 03/12/2019
Time: 1.30pm-5.00pm
Cost: €15

Would you like to know how you could use Instagram to market your business? A one day Workshop - Instagram for your Business - Beginners/ Intermediate.

Course Content: This training course will explain what Instagram is and how to use it to market your business. It will explain how to set up an Instagram account, how to create eye-catching images/videos, how to post a story. It will explain what type of marketing tool Instagram is and how to use it for free and through paid advertising.

GDPR (1 Year On)

Venue: Old Ground Hotel, Ennis
Date: 04/12/2019
Time: 9.30am-1.00pm
Cost: €10

With the GDPR in force for over a year, the largest amount of complaints to the Data Protection Commission (DPC) arise from failures in respect of the individual's rights, particularly the right of access. This half day session will give small businesses the guidance they need to properly address such important issues, while also ensuring they carry out normal day-to-day activities (e.g. marketing) appropriately.

Course Content:

- A brief re-cap on the principles of the GDPR
- Are you handling the individual's rights correctly?
- Dos and Don'ts of Email/SMS marketing
- Use of third party products for bulk emails [e.g. Mailchimp]
- The many different types of data breaches
- How to prepare for and handle a data breach





Prepare For Brexit

With uncertainty ahead regarding a deal on BREXIT, Irish SMEs need to safeguard themselves and prepare for all possible eventualities. Local Enterprise Office Clare is offering a limited number of **FREE Brexit mentoring sessions** for Clare based businesses.

To date, a number of Clare businesses have benefitted from this valuable opportunity to take stock of their potential exposure to Brexit, whether they are exporting to, or importing from, Britain.

All applications for mentor assistance are dealt with individually and applicants must first complete the Brexit SME Scorecard.

Visit www.prepareforbrexit.ie or www.localenterprise.ie/clare to complete the Brexit Scorecard or for more information Tel: 065-6821616

Local Enterprise Office Clare 2019

THE YEAR SO FAR...

✓ **51** Training Events/
Seminars/ Information
Workshops Completed

✓ **657** Individuals
have attended a Local
Enterprise Office Clare
Event or Training

✓ **46** entries to IBYE
Clare our highest
recorded

✓ **433** students from
15 schools took part in
the Student Enterprise
County Final



Sales Seminar, held in conjunction
with TTM Healthcare (8th May)



Ivan Tuohy Great Ireland
Experiences [Clare Enterprise
Award Winner 2019]



Conor Murray, Kilkee
Forge [Clare IBYE 2019
Winner]

Mentor programme



Still haven't found what you're looking for? Or perhaps a group training course is not for you?

Don't worry, our MENTOR PROGRAMME may be just what your business needs.

The Mentor Programme is designed to match up the knowledge, skills, insights and entrepreneurial capability of experienced business practitioners with small business owner/ managers who need practical and strategic one to one confidential advice and guidance. The mentor contributes independent, informed observation and advice to aid decision making.

The Mentor Programme is open to any small business in County Clare at a highly subsidised rate of just €50. The mentor programme consists of 2 x 3 hours of one-to-one mentoring with a professional business consultant in the area of business which help is required.



Oifig
Fiontair
Áitiúil

Local Enterprise Office

Bord Bia

T: 01 668 5155
Clanwilliam Court,
Lower Mount St, Dublin 2
W: www.bordbia.ie

Clare County Council

T: 065 682 1616
Corporate Headquarters,
New Road, Ennis, Co. CLare
E: info@clarecoco.ie
W: www.clarecoco.ie

CRO

T: 01 804 5200
Bloom House,
Gloucester Place Lower, Dublin 1
E: info@cro.ie
W: www.cro.ie

Ennis Chamber of Commerce

T: [065] 684 2988
56 O'Connell Street, Clonroad
Beg, Ennis, Co. Clare
E: info@ennischamber.ie
W: www.ennischamber.ie

Enterprise European Network

eileen.kelly@leo.donegal.ie
W: www.een-ireland.ie
Enterprise Ireland - Mid West
T: 061 777000

East Point Business Park,

4500 Atlantic Avenue,
Westpark, Shannon, Co. Clare
E: client.service@enterprise-ireland.com
W: www.enterprise-ireland.com

USEFUL CONTACTS WHEN SETTING UP A BUSINESS

Failte Ireland

T: 1800 242473
88-95 Amiens Street,
Dublin 1
W: www.failteireland.ie

Food Safety Authority of Ireland

T: 1890 33 66 77
The Exchange,
George's Dock, Dublin 1
E: info@fsai.ie
W: www.fsai.ie

IE Domain Registry CLG

T: 01 236 5400
2 Harbour Square, 4th Floor,
Dun Laoghaire, Co. Dublin
E: registrations@iedr.ie
W: www.iedr.ie

Intertrade Ireland

T: +44 [0]28 30834100
The Old Gasworks Business Park,
Kilmorey Street,
Newry, Co. Down
E: info@intertradeireland.com
W: www.intertradeireland.com

Intreo Clare

T: [065] 686 7800
Kilrush Rd, Ennis, Co. Clare
W: www.welfare.ie

Ireland Smart Ageing Exchange

T: 061 317578
ISAX House 50+
O'Connell Street, Limerick.
E: Info@isax.ie
W: www.isax.ie

Irish Franchise Association

T: 01 8134555
C/o Kandoy House,
2 Fairview Strand, Dublin 3
E: info@irishfranchiseassociation.com
W: www.irishfranchiseassociation.com

Irish Patents Office

T: 1890 220223
Government Buildings,
Hebron Road, Kilkenny
E: patlib@patentsoffice.ie
W: www.patentsoffice.ie

Local Enterprise Office Clare

T: 065 682 1616
New Road, Ennis, Co. Clare
E: localenterprise@leo.clarecoco.ie
W: www.localenterprise.ie/clare

Microfinance Ireland

T: 01 260 1007
13 Richview Office Parks,
Clonskeagh Road, Dublin 14
W: www.microfinanceireland.ie

Next Level Skillnet

T: 061 363418
4430 Westpark Business Campus
Shannon, Co. Clare
W: www.nextlevel.ie

Office of the Data Protection Commissioner

T: 1890 252 231
Data Protection Commissioner
Canal House, Station Road,
Portarlington, Co. Laois
E: info@dataprotection.ie
W: www.dataprotection.ie

Revenue Office

T: [065] 684 9000
Government Offices,
Kilrush Road, Ennis, Co. Clare
W: www.revenue.ie

Shannon Chamber

T: 061 360 611
Suite 14, Shannon Airport House
Shannon Free Zone, Co. Clare
W: www.shannonchamber.ie

Shannon Chamber Skillnet

T: 061 475854
Suite 14, Shannon Airport House
Shannon Free Zone, Co. Clare
W: www.skillnet.shannonchamber.ie

Teagasc

T: 059 917 0200
Teagasc, Oak Park,
Carlow
E: info@teagasc.ie
W: www.teagasc.ie

Difig Fiontair Áitiúil An Chláir

Local Enterprise Office Clare

Difig Fiontair Áitiúil an Chláir, Áras Contae an Chláir, Bóthar Nua Inis, Co. an Chláir
Local Enterprise Office Clare, Áras Contae an Chláir, New Road, Ennis, Co. Clare

t 065 682 1616 | **e** localenterprise@leo.clarecoco.ie
www.localenterprise.ie/clare

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