

Mailing Lists

Do you want to promote your business to new clients or identify new suppliers?

Ask a Kent Librarian can provide customised mailing lists of UK or Irish companies, based upon your specific criteria. Request a list of companies on a particular trading estate, or within a certain radius of a postcode. Narrow by turnover, number of employees or type of business.

This is usually operated as a premium (charged for) service. However, in response to the recession and in line with our commitment to Kent's economic recovery, we are currently providing this service free of charge to Kent small and medium-sized businesses.

Specialist Resources

We can give you access to specialist resources that are difficult to find elsewhere. Business directories provide you with contact details for suppliers of specific products and services in particular industries, as well as comprehensive listing of societies, organisations and charities.

British Standards are available to view online free of charge at all our libraries.

Please speak to a member of staff if you would like this document in an alternative format.

Contact Us

Ask-a-Kent Librarian is a remote enquiry and information service for the people and businesses of Kent.

Open

9.00am – 6.00pm weekdays
9.00am – 5.00pm Saturdays
24/7 online and by web chat.

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connect

with information



Business Information

Free from your Library



INVESTOR IN PEOPLE



CUSTOMER SERVICE EXCELLENCE

Libraries & Archives



We offer a wide range of resources for business

The most comprehensive collection is held at County Central Library, Springfield, Maidstone, but books and resources are available from all our libraries.

Many can also be accessed for FREE from home with your Kent library ticket if you have access to the Internet. Visit the online reference library on our website www.kent.gov.uk/onlinereferencelibrary and select Business.

Business start-up

If you're thinking of starting your own business, the best place to start is the Complete Online Business Reference Advisor (COBRA). Just follow the link from our website and enter your library card number. COBRA contains a variety of practical guidance and factsheets, divided into several sections:

Business Opportunity Profiles tell you all you need to know about running a particular type of business. COBRA contains profiles on everything from chartered accountants to ostrich farmers. They give advice on:

- the market
- customers
- competition
- promotion
- start-up costs
- training and qualifications needed
- any legal requirements

Business Information Factsheets provide crucial and comprehensive information that is relevant to any business. The factsheets give guidance on:

- management
- marketing
- dealing with personnel
- raising finance
- paying taxes
- training abroad
- understanding ICT

UK Market Synopses give an overview of a particular market area such as:

- Eating Out
- Books
- Childcare
- Wedding Services

They give an overview of the current trends in the market area; important research for any business start-up.

Combine the above with local area profiles for all of Kent, plain English summaries of relevant laws, listing of events and exhibitions, and a fully cross-referenced collection of contact details for professional institutes, government bodies and departments and sources of business advice, and it is clear that COBRA is an impressive package.

Market intelligence

If the market intelligence reports provided by COBRA aren't enough, then you will need to come to the County Central Library in Maidstone or contact Ask a Kent Librarian (see the back of this leaflet).

The library holds a collection of Keynote Reports which cover about 250 market sectors. We do not have all of them in printed form, but you can access the full electronic database of Keynote reports onsite or request extracts (subject to license) to be sent to you.

Credit checks and financial details

Looking for company information?

The Kompass Database is available freely from our website, and provides limited financial information as well as contact details for companies worldwide.

The Experian E-Series database offers more comprehensive information on UK companies, including contact details, financial, credit and ownership information. Use free of charge at the following libraries:

- Ashford
- Canterbury
- County Central
- Dartford
- Dover
- Folkestone
- Gravesend
- Maidstone
- Margate
- Sevenoaks
- Sittingbourne
- Tonbridge
- Tunbridge Wells

Alternatively Ask a Kent Librarian can search and email specific company reports. These are ideal for getting in touch with directors, or checking the credit rating and credentials of potential business partners/suppliers/employers.