

Request for Additional Information

We will do everything possible to sell your business quickly, expeditiously and at the price and terms listed. We will submit all offers to you for your consideration. We will also contact you frequently to advise you on the reaction of the marketplace and what can be done to make the business more saleable.

In order to complete our file on your business and to prepare our presentation information and marketing program, we will need the following items that have been checked.

- Profit and Loss Statements for the years _____
- Federal Income Tax Returns (either Schedule C with addenda)
- Corporate Return
- Copy of the Lease and related documents, such as any assignments of the lease
- A current list of the Furniture, Fixtures & Equipment
- A copy of the Franchise Agreement
- Documentation on the following loans against the business
- A Balance Sheet on the business for the years
- Name, address and telephone number of outside professionals

Attorney _____

Accountant _____

Other _____

- A current, or most recent, schedule of Inventory
- Other _____

Any information you furnish us is confidential and will be disclosed only to those buyers we feel qualified to purchase your business. Thanks for the confidence you have shown in employing us to market your business. If you have any questions or concerns now or at any time while we are representing you and your business, please don't hesitate to call us.