

BUSINESS INFORMATION			
Business Name		Is this business a franchise? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Street Address		Type of transaction: <input type="checkbox"/> Asset Sale <input type="checkbox"/> Stock Sale <input type="checkbox"/> Other	
City	County	State	Zip

SELLER INFORMATION			
Name of seller(s)		Seller's legal status (check one): <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Corporate Entity	
Name of officer (if seller is a corporate entity)		Title of officer (if applicable)	
Street address of seller (please do not use same address as business)		State of incorporation (if seller is a corporate entity)	
City	County	State	Zip
Contact phone no.	Fax no.	Seller's email address:	

BUYER INFORMATION			
Name of buyer(s)		Buyer's legal status (check one): <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Corporate Entity	
Name of officer (if buyer is a corporate entity)		Title of officer (if applicable)	
Street address of buyer		State of incorporation (if buyer is a corporate entity)	
City	County	State	Zip
Contact phone no.	Fax no.	Buyer's email address:	

PURCHASE PRICE INFORMATION	
A. TOTAL CONTRACT SALES PRICE:	\$
B. EARNEST MONEY DEPOSIT: <input type="checkbox"/> Deposited with escrow agent <input type="checkbox"/> Held by broker <input type="checkbox"/> Other	\$
C. THIRD-PARTY FINANCING: <input type="checkbox"/> SBA loan <input type="checkbox"/> Conventional loan	\$
D. ASSUMPTION OF LIABILITY:	\$
E. SELLER FINANCING: <input type="checkbox"/> Secured by the assets of the business <input type="checkbox"/> Secured by real estate <input type="checkbox"/> Secured by corporate stock	\$
F. BALANCE OF CASH DUE FROM BUYER AT CLOSING:	\$

THIRD-PARTY FINANCING INFORMATION (if applicable)		
Lender (bank) name	Contact person	Telephone no.

ASSUMPTION OF LIABILITY INFORMATION (if applicable)					
Type of obligation being assumed by buyer: <input type="checkbox"/> Promissory note <input type="checkbox"/> Equipment lease <input type="checkbox"/> Other					Loan or account no.
Balance being assumed \$	Original amount of obligation \$	Monthly payment amount \$	No. of payments remaining	Interest rate (if applicable)	Date next payment due

SELLER FINANCING INFORMATION (if applicable)					
First note amount \$	Monthly installment amount \$	Interest rate %	Term months	Date first payment due	Balloon payment date (if applicable)
Second note amount \$	Monthly installment amount \$	Interest rate %	Term months	Date first payment due	Balloon payment date (if applicable)
Additional note terms and conditions					

OTHER TERMS AND CONDITIONS				
Date of contract	Proration date	Possession date (if different)	Escrow closing costs are being paid by: <input type="checkbox"/> Buyer <input type="checkbox"/> Seller <input type="checkbox"/> Split equally <input type="checkbox"/> Other	
Is training to be provided by seller? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how many days of training	Is the seller being paid for training? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is the business trade name included? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what is the trade name?
Is inventory included in the purchase price? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what is the allocated amount \$	Is cash in drawer being purchased? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, how much \$	Is a motor vehicle being transferred through escrow? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is a non-compete agreement included? <input type="checkbox"/> Yes <input type="checkbox"/> No	Non-compete radius (or area)	Non-compete term	Is the business telephone number included? <input type="checkbox"/> Yes <input type="checkbox"/> No	Does this business have a liquor license? <input type="checkbox"/> Yes <input type="checkbox"/> No
Is a domain name being transferred through escrow? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, what is the web address www.	Website currently registered with (ie, networksolutions.com or register.com) (if applicable)		
Type of lease <input type="checkbox"/> New lease <input type="checkbox"/> Assignment of lease <input type="checkbox"/> Sublease <input type="checkbox"/> Other	Is security deposit being transferred through escrow? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, enter amount \$		
Is real estate being sold with this business? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, enter value of real estate \$	Real estate services required (check all that apply): <input type="checkbox"/> Title policy <input type="checkbox"/> Property title search <input type="checkbox"/> Survey <input type="checkbox"/> Tax certificate		

PRORATIONS (check all that apply)			
<input type="checkbox"/> Personal Property Taxes	<input type="checkbox"/> Real Estate Taxes	<input type="checkbox"/> Rent (including CAM)	Amount to prorate \$
<input type="checkbox"/> Yellow Page Advertising	Amount to prorate \$	<input type="checkbox"/> Equipment Lease	Amount to prorate \$
<input type="checkbox"/> Equipment Lease	Amount to prorate \$	<input type="checkbox"/> Other	Amount to prorate \$

BROKER INFORMATION (if applicable)			
Brokerage company name	Agent's email address	Total commission amount (or percentage)	
Agent's name	Telephone no.	Cellular no.	Fax no.

MISCELLANEOUS INFORMATION
