



MARIAELISA LUZARDO, LLC

Real Estate Agent

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## SELLER QUESTIONARY

BUSINESS TYPE: \_\_\_\_\_ ASKING PRICE \$ \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WEBSITE: \_\_\_\_\_ FB: \_\_\_\_\_ INSTAGRAM: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_ Working Hours: M-F: \_\_\_\_\_ Sat: \_\_\_\_\_ S: \_\_\_\_\_

**BUSINESS SINCE:** \_\_\_\_\_ Are you the first owner? \_\_\_ Yes \_\_\_ No (Please explain)

Notes: \_\_\_\_\_

**BUSINESS DESCRIPTIONS:**

\_\_\_\_\_

\_\_\_\_\_

From your point of view what is the goodwill value of this business: \_\_\_\_\_

Strengths: \_\_\_\_\_

Weaknesses: \_\_\_\_\_

Any suggestion to increase the Business incomes: \_\_\_\_\_

Do you have a Business Plan in written: Yes \_\_\_\_\_, No \_\_\_\_\_ (If so, please provide it)

\_\_\_\_\_

SPECIFIC DETAILS (Productive stations, Machines, etc)

**PROPERTY:** Is part of the sale: \_\_\_\_\_ || Lease: \_\_\_\_\_ \$/Month \_\_\_\_\_ Begin: \_\_\_\_\_ End: \_\_\_\_\_

*Please indicate what services are included in the Lease or aprox monthly expenses*

FPL \$/M: \_\_\_\_\_ Water \$/M \_\_\_\_\_ Assoc \$/M: \_\_\_\_\_ Insurance \$/M: \_\_\_\_\_ Internet \$/M: \_\_\_\_\_

Notes: \_\_\_\_\_

Be aware that there will be a timeframe of Due Diligence for the Lease to be transfer

Annual gross revenues: This Year: \$ \_\_\_\_\_ x \_\_\_\_\_ Month | Last 2 Years: \$ \_\_\_\_\_ ; \$ \_\_\_\_\_

1) Annual Net Profit: This Year: \$ \_\_\_\_\_ x \_\_\_\_\_ Month | Last 2 Years: \$ \_\_\_\_\_ ; \$ \_\_\_\_\_

2) Owners Benefits: This Year: \$ \_\_\_\_\_ x \_\_\_\_\_ Month | Last 2 Years: \$ \_\_\_\_\_ ; \$ \_\_\_\_\_

**TOTAL INCOMES (1+2):** This Year: \$ \_\_\_\_\_ x \_\_\_\_\_ Month | Last 2 Years: \$ \_\_\_\_\_ ; \$ \_\_\_\_\_

*Please Provide last 2 Taxes & Profit& Loss Statements, Last 3 Month Bank Statements*

Are you willing to stay? For how long? As a partner, employee or advisor, please explain:

\_\_\_\_\_

Are you willing to finance? \_\_\_ What %? \_\_\_ How long? \_\_\_ What Conditions? \_\_\_\_\_

Will you wait for the buyer to get finance? \_\_\_ How long? \_\_\_\_\_

Will you support the buyer through SBA Loan's process? \_\_\_\_\_

How was the business price determinate? \_\_\_\_\_ Do you have an appraisal? Yes \_\_\_\_, No \_\_\_\_

Are there any loans, lease, debts or liabilities?

PROFFESIONAL LICENSES:

ASSEST	INVENTORY

DESCRIBE SALE STRUCTURE: \_\_\_\_\_ Vendors: \_\_\_\_\_  
Sales per Month: \_\_\_\_\_  
DIGITAL MARKETING & ADVERTISE: Online Sales: \_\_\_\_\_, Digital Coupons: \_\_\_\_\_, Pay Advertising \_\_\_\_\_

PERSONNEL:  
Is Owner fulltime worker: \_\_\_\_\_, as Manager ? \_\_\_\_ or Productive Personnel? \_\_\_\_\_  
Other family members working: Qty: \_\_\_\_\_, Jobs: \_\_\_\_\_  
Managers: Full Time: \_\_\_\_\_, Part-time: \_\_\_\_\_, Describe responsibilities: \_\_\_\_\_  
Administrative: Full Time: \_\_\_\_\_, Part-time: \_\_\_\_\_, Describe responsibilities: \_\_\_\_\_  
Number of Full time Productive Personnel : \_\_\_\_\_ Seasonal Personnel? \_\_\_\_\_  
Number of Part time Productive Personnel per day: M: \_\_\_\_\_ T: \_\_\_\_\_ W: \_\_\_\_\_ TH: \_\_\_\_\_ F: \_\_\_\_\_ SA: \_\_\_\_\_ SUN: \_\_\_\_\_  
Payroll under W2? Yes: \_\_\_\_\_, No: \_\_\_\_\_, explain: \_\_\_\_\_  
Personnel under 1099?/ Independent Contractors Yes: \_\_\_\_\_, No: \_\_\_\_\_, explain: \_\_\_\_\_  
Retirement Plan 401(k), Life or Health Insurance: \_\_\_\_\_  
Please explain Payment Structure:  
Tips, Commissions and other incentive: