



California Association of Business Brokers
Professional Service since 1987

Table with 2 columns: Bkr, Date

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A list of current members is available at www.cabb.org.

BUSINESS FACT SHEET
For Broker Use Only

Business Information

Name: Address:
Established Current owner since Licenses Required
Sellers Permit # SSN or Fed ID# EDD# ABC#
Business hours: Seasonal changes:

Corporations

State of incorporation: If business is a C-Corporation, Seller agrees to consult a tax advisor within 7 days of signing to evaluate the tax consequences of selling either the assets of the business or the stock of the corporation as those consequences can vary significantly.

Lease Information

Expiration date Option(s) to extend Assignable? Deadline to exercise option:
Base rent \$ Monthly NNN charges: CAM \$ Taxes \$ Insurance \$ Total NNN \$
Rent increases: C.P.I. (with min % & max %) Scheduled or Fixed Percentage rent %
Premises size sq. ft. Lot size sq. ft. Security deposit \$ Other charges?
Landlord Phone Email
Address
Property manager Phone Email
Address

Personnel

Number of owners: Full-time Part-time
Number of employees: Full-time Part-time Monthly payroll expense \$
Number of independent contractors: Full-time Part-time Monthly contractor expense \$
Seasonal changes to personnel:

Table with 5 columns: Position, Job description, Hrs/wk, Pay rate, Employed since

See attached list for additional personnel of the business.

Debts Assumed by Buyer Loans, capital leases etc. assumed as partial payment of the purchase price.

Table with 5 columns: Amount, Payment, Interest, To whom, Phone

Undisclosed debts, loans or leases will be paid off by the seller before the close of escrow.

Additional Information Products or services. Breakdown of customers by market segment. Strengths and weaknesses, etc.

This Business Fact Sheet shall be attached to and become part of the Representation Agreement dated. By signing below, Seller acknowledges that Broker will be providing the above information and the information contained within the Representation Agreement to prospective buyers.

Seller date Seller date