BUSINESS INFORMATION

(Use if you have a business that is currently operating)
(Fill out a separate form for each separate business)

General Information

1. Name of Business: _____

2. Type of Business (Check as appropriate)
   _____ Sub S Corporation (taxed at your personal level)
   _____ Chapter C Corporation (Corporation pays income taxes on profits)
   _____ LLC - ____ Files a separate tax return
   ____ Files only a Schedule on personal return
   _____ Partnership
   _____ Sole Proprietorship

3. Who owns what percentage of the business?
   I own: _____%
   Other Owners (List) _____ (____ %)
   _____ (____ %)
   _____ (____ %)
   _____ (____ %)
   _____ (____ %)

4. When was business started? _____ Incorporated? _____

5. Describe Business and what it does: _____
   _____
   _____

Income From Business:

Documents Needed:

a. For all Businesses: _____ Copies of last 3 year's business tax returns
   _____ Copy of K-1 form used for personal return
   _____ Year to Date Profit & Loss Statement
   _____ Monthly Profit & Loss Statements for past 6 months

b. Does the business pay you wages or a salary (ie. withholding taxes deducted?)
   _____ Copies of last 6 months paystubs or pay records

c. Have you taken withdrawals or dividends from the profits?
   _____ List of all withdrawals in past 6 months.

Value of Business (Assets minus Debts)

1. What equipment, fixtures, tools, office equipment, vehicles and physical assets does the business own? (Do not list assets that you own personally and lend to the business):

Description	Value if sold today

2. Intangible Assets – (Client lists, websites, internet names, tradenames, patents, etc)

Description	Value if sold today

3. Inventory - Items held to be sold, parts, etc.

Description	Value if sold today

4. Cash Assets:

Accounts Receivables ($$ owed but not yet collected) $_____

Loans (Others paying company back) $_____

Bank Accounts:

Name of Bank	Current Balance

Business Debts & Payables

(Debts actually owed by the Business – even if personally guaranteed by you – But don't include personal debts that the business is no separately liable for) – Be sure to include any taxes owed by the business.

Creditor	Amount Owed