

## SELLER 3 YEAR INCOME STATEMENT

	YEAR 20	YEAR 20	YEAR 20
<b>SALES</b>			
OTHER INCOME			
<b>TOTAL SALES</b>			
<b>COST OF SALES</b>			
Materials			
Supplies			
Other			
<b>TOTAL COST OF SALES</b>			
<b>GROSS PROFIT</b>			
<b>EXPENSES</b>			
Accounting & Legal			
Advertising			
Amortization			
Auto(s) Expenses			
Bad Debts			
Bank Charges			
Contributions			
Depreciation			
Dues & Subscriptions			
Employee Benefits			
Expenses - Other			
Insurance			
Interest			
Merchant Billing Charges			
Miscellaneous			
Other			
Outside Services			
Rent			
Repairs & Maintenance			
Salaries - Owner(s)			
Salaries & Wages			
Supplies - Office			
Supplies - Other			
Taxes - Payroll			
Taxes - Real Estate			
Telephone			
Travel & Entertainment			
Utilities			
<b>TOTAL OPERATING EXPENSES</b>			
<b>NET OPERATING INCOME</b>			
<b>OTHER INCOME &amp; EXPENSES</b>			
<b>NET PROFIT OR LOSS</b>			

**SELLER REQUIRED INFORMATION**

**Business Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_.

In order to complete our file on your business and to prepare our presentation information and marketing program, we will need the following items:

- Corporate **Earnings before Interest, Taxes, Depreciation, and Amortization (EBITDA)**
- Balance Sheets on the business for the past three years
- Profit and Loss Statements (Income Statements) for the past three years
- Federal Income Tax Returns for the past three years
- A current list of the Furniture, Fixtures & Equipment with estimated current value
- Copy of the Lease and related documents if applicable
- Documentation on any loans against the business
- A copy of the Franchise Agreement if applicable
- A current, or most recent, schedule of Inventory
- Name, address, and telephone number of outside professionals

Attorney \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Accountant \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.