

INTERNATIONAL BUSINESS BROKERAGE & REALTY INC.

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This is a General Seller Profile. We have specialized profiles for different industries such as insurance gas, pharmaceuticals, daycares, wholesale/retail, services, dry cleaners, aviation, land, incoming producing investments, and restaurants.

Your Name: _____ **Position with Company:**

Company:

Business Address: _____ **City:** _____ **State:** ____ **Zip:**

Business: (____) _____ **Fax** (____) _____ **Other** (____)

Personal Address: _____ **City:** _____ **State:**

_____ **Zip:** _____

Personal: (____) _____ **Fax** (____) _____ **Other**

(____) _____

Email: _____ **Web site URL:**

Most secure way to reach you and/or leave messages/faxes:

Attorney: _____ **Ph:** _____ **Fax:** _____

Address _____

Accountant: _____ **Ph:** _____ **Fax:** _____

Address _____

If you do not have an attorney or accountant, do you wish us to give you a list from which you may choose?

Will you need any other forms of assistance (tax strategist/stock broker/relocation realtor)?

Assistant: _____ Secretary:

Business Plan: Y___ N___ Exit Strategy:

What are your objectives in selling your business?

Product/Service Lines:

Product

Margins: _____

New Products/Services:

Out Sourcing Vehicles (payroll, labor etc):

Market Served:

Stock Holders: _____ % _____ Stock Holders: _____ %

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Primary language spoken: _____ What language will help New Owner manage business?

Immediate capital investment new buyer will need: \$_____ for

Monthly operating capital needed by new buyer for company's daily operations:

\$ _____

Owner's perception of Ideal Buyer:

Best about business:

Worst about business:

If not sold, what would Seller do to improve business:

New Owner changes/cost needed to be implemented:

When sold, what are Seller's plans?

Have you ever sold a business before? ___ Have you ever bought a business before? _____

Describe:

Will you be buying another business? ___ Where? ___ Will you need assistance? _____

Family Members in business:

Others influential in business:

Five (5) major competitors:

Strongest/Largest competitors:

Domestic Sales ___% Foreign Sales ___% : Corporate Sales ___% Private Sales ___% : Retail___% Wholesale ___%

How many suppliers do you have? ___ Do any suppliers represent more than 10% of the company's purchasing source?___

How many clients do you have? _____ Do any clients contribute more than 10% of the gross revenues?

Of the Gross Revenues: Service___ % Sales ___ % Repairs ___ % Product Inventory ___% Other ___%

Accounts Receivable: ___% COD ___%30Days ___%60 Days ___%90 Days ___%Write Offs

Company controls ___% of the industry on a local level, ___% on a national level, & ___% on an international level.

Corporate Stock Sale _____ Asset Sale _____ Combination Stock/Asset Sale _____ Other _____

New bonding needed _____ Type: _____ If you are currently bonded, will you roll over the bond?

Outstanding Liens/Law suits:

Software Programs: _____ environmentally up to Code _____ Last County Inspections:

Advertising Vehicles:

Outstanding Contracts:

Supplier contracts transferable: _____ Conditions:

Person/companies absolutely not to be given information:

Persons inside company who know of business sale:

Persons outside company who know of business sale:

Year Established: _____ Incorporated: _____ Name Change? Y ___ N ___ Relocated? Y ___ N ___ (From: _____)

Is the Founder still with company? Y ___ N ___ (Explain: _____)

Patents: _____ Copyrights:

F/T employees? _____ Average Wage per hour: _____ Benefits:

P/T employees? _____ Average Wage per hour: _____ Benefits:

Managers: _____ Average Salary: _____ Benefits:

Length of time Partner/Owner willing to stay: _____ Learning Curve time:

How many hours per week do you work in the business? _____ Non-compete for _____ miles & _____ years.

Owner is willing to stay and train at \$ _____ per month cost. Days/Hours of operation:

Owner Job Description:

Seller days/hours of onsite involvement/management:

Owner Salary: \$ _____ Other Benefits Estimate:

Other Owner Salaries Average: _____ Relatives on Payroll:

Other Owner & Relatives Benefits: Personal Health \$ _____ Car \$ _____ Phone \$ _____ Cash
\$ _____

Seasonal Factors:

Is company re-locatable? Y ___ N ___ Explain:

Building Rent: \$ _____ per month. Lease expires: ___/___/___ SF: _____ Terms:

Stability of lease:

Real Estate \$ _____ Other

(_____)

Real Estate Y ___ N ___ Anticipated: \$ _____ Appraised Value: \$ _____ SF Lot _____ SF
Bldg _____

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Bldg _____

Building type: _____ General Location:

Leasehold Y ___N___ Improvements: \$ _____ Notes:

Key Personnel to keeping with company:

Key Personal Job Descriptions:

Are your financials audited? _____ Date: _____

Do you presently have any Lines of Credit?

Will you hold financing? ___ How much/terms? \$ _____ years ___ % ___ with a Balloon Due at end of year # ___

Do you plan for SBA financing? _____ Are you willing to take a note behind the SBA? _____

Estimated amounts to be included in sale price and adjusted at closing:

Inventory \$ _____ FFE \$ _____ Accounts Receivable \$ _____ L/H improvements \$ _____

Other: \$ _____ Accounts Payable \$ _____ Real Estate \$ _____

All Liabilities will be paid in full by Seller prior to closing? ___ Buyer will assume:

Exclude or Conditionals:

Weighting Factors that affect the sale of a Company: 45-35 High 35-15 Average 15-0 Low

	Rate (0.0 - 3.0)	Notes
Name Recognition		
Industry Strength		
History Stability		
Growth Potential		
Location		
Environmental Risks		

Marketability/Niche		
Competition		
Management Retention		
Customer Sensitivity		
Employee Stability		
Owner Financing		
Financing Capability		
Earnings Continuation		
Operating Performance		
TOTAL		

Other info that affects the sale of the company:

Yes	No	Problems
		credit problems with banks and/or suppliers
		personal affairs of the seller that may affect the ability to sell the business (e.g., divorce)
		historic downward business trends in the seller's particular industry
		downward business trends for this business in particular
		recent bad publicity, bad reports at the Better Business Bureau, etc.
		expiring patents or licenses
		changing franchise terms that will increase operating expenses for the business
		an impending or actual zoning change that will make business expansion difficult or impossible
		major new competition (such as a new shopping center/new mega store in the area) being planned
		increasing difficulty or expense in getting raw materials, products, or services
		the potential non-renewal of a major sales account
		significant increases in rent to be expected (if the business space is leased)
		unapproved existing variances in violation of zoning regulations
		leases that are non-assignable or non-renewable
		legal claims, encumbrances, and liens against the business
		pending litigation against the business
		state and/or federal law violations that will require a major expense to correct
		poor management of capital assets
		obsolete machinery, overvalued inventory

		partner and/or shareholder who may not concur with the seller's desire to sell
		unpaid taxes (income, sales, FICA)
		product obsolescence
		potential major increase in product liability insurance
		potential labor union or other employee related problems
		inability of a buyer to replace a "superman" seller who has a unique capability to run the business
		non-compliance with environmental and/or safety requirements
		recent suspension of a liquor license for regulation violations
		need to hire a policeman to handle rowdy customers at certain times (bars, taverns, clubs)

Reason for Sale: _____

Notes: _____

How did you hear about us? _____

I verify that the information is a true and accurate representation of my business.

SELLER SIGNATURE: _____ Date: _____

Disclaimer: International Business Brokerage & Realty Inc. is a transaction broker. Please consult with your attorney and accountant for representation.