

Request For Proposal



Needed Information For Listing Evaluation:

Business Name: _____ **Owner(s):** _____

Phone: _____ **Email:** _____

Needed Documents:	<input type="checkbox"/> Last 3-years** Financial Statements (Income / P&L Statement) <input type="checkbox"/> Current YTD P&L with Previous Year Comparables <i>** 5-years recommended if over 1 million in revenue</i>
Corporate Structure:	<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> S-corporation <input type="checkbox"/> C-corporation <input type="checkbox"/> Limited Liability Corporation
Real Estate:	<input type="checkbox"/> Owned / <input type="checkbox"/> Leased Mo. Payment: _____ Sq Ft: _____
Owner Payroll:	Weekly Hours: _____ Compensation: _____
Working Spouse:	Weekly Hours: _____ Compensation: _____
# of Employees:	FT _____ PT _____ Independent Contractors _____
List of Benefits Paid on Owner's Behalf: (Insurance, retirement plans etc)	
Personal Expenses / Perks Run Through the Business: (Could be legitimate tax write off, but not necessarily required – call if you have questions)	
Additional Comments: (Any extraordinary or one-time events, good or bad, in the recent past or anticipated in the coming year? Any other substantial changes foreseen in the upcoming year?)	

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The information obtained here is considered confidential and will be used for listing evaluation purposes by the team at Advanced Business Advisors, LLC. This information will not be shared with others without prior authorization from the submitting party.