

Certified Acquisition Associates LLC

BUYER'S QUESTIONNAIRE and INFORMATION REQUEST

Name: _____

Spouse's name: _____

Children's names and ages: _____

Address: _____

Phone(s): _____

Email: _____

Please Answer The Following:

Financial

- 1) Amount available to invest?
- 2) Proposed down payment.
- 3) Other sources of funds identified and available.
- 4) Minimum yearly income requirement?
- 5) Minimum monthly income requirement?

- 6) Is immediate income required?
- 7) Net worth and liquid amounts?
- 8) Provide a financial statement and supporting documents.

Note: A financial statement will be required before receiving financial information on any target company.

Business Preferences

- 1) Describe the type of business sought.
- 2) Describe and list acceptable alternatives.
- 3) Will you consider a franchised business?
- 4) Will you consider a retail business?
- 5) Will you consider a service business?
- 6) Will you consider a food or beverage related business?
- 7) What types of businesses will not be acceptable?

Location and Timing

- 1) What are your first three preferences for location?
- 2) Would you relocate for the right opportunity?
- 3) What geographic areas are unacceptable?
- 4) How soon can you act on an opportunity?
- 5) When would you like to take possession?

Background

- 1) Provide details of any previous business ownership.
- 2) Describe details of previous employment.
- 3) List personal skills (financial, mechanical, engineering, sales, administrative, etc.)
- 4) Describe educational background.
- 5) Provide a current resume.
- 6) List business objectives and reasons for wanting to own a business.
- 7) Will spouse or other family members be involved in daily business operations?
- 8) How long have you been searching for a business?
- 9) What businesses were previously considered?
- 10) If a business that was considered was not acquired, why not?
- 11) What businesses were previously rejected without a detailed review?

Skills

Rate your skills from 1 to 10, with 10 being highest, in the following areas:

| | |
|----------------|-------|
| Management | _____ |
| Mechanical | _____ |
| Sales | _____ |
| Financial | _____ |
| Administrative | _____ |
| People | _____ |

