



# ProBiz Consulting Inc

## ProBiz Consulting, Inc. **Buyer Profile**

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ProBiz Consulting utilizes this form to qualify prospective buyers on behalf of our Client Company(s). In addition, this form will provide information for the purpose of identifying and presenting businesses for sale that may match your criteria.

Please be advised that this form must be accompanied by a signed ProBiz Consulting Confidentiality Agreement before any confidential business information will be released. ***This form must be filled out completely and returned via fax to (919) 863-4151.***

Providing this information to ProBiz Consulting in no way obligates you to enter in to an agreement to purchase a business. ProBiz Consulting, Inc, CapVenture Group, Inc., its employees, subsidiaries, agents and/or affiliate brokers are not responsible for verifying the accuracy of information provided to either party and that each party shall independently complete a thorough due diligence prior to entering into any agreement.

ProBiz Consulting, Inc.  
2501 Blue Ridge Road  
Suite 150  
Raleigh, NC 27607  
(919) 424-4406

Listing you are responding to: \_\_\_\_\_

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# Buyer Information Questionnaire

## Contact & Background Information

Buyer Profile		
Name:		
Address: City, State, Zip:		
Home phone:	Work phone:	Mobile phone:
Home email:	Work email:	Spouse:
Preferred Method of Communication		
<input type="checkbox"/> Home phone	<input type="checkbox"/> Work phone	<input type="checkbox"/> Mobile phone
<input type="checkbox"/> Home e-mail	<input type="checkbox"/> Work e-mail	<input type="checkbox"/> Other:
Background Information		
Please list previous business ownership: 1. 2. 3.		
Please list opportunities you have considered recently: 1. 2. 3.		

What are your business objectives?

Are you currently employed? If so provide brief description below:

Geographic Preferences:

- 1.
- 2.
- 3.

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## Acquisition Targets

Please provide more information about the types of businesses you prefer and any specific search criteria {Please be as specific as possible}.

	Top five acquisition targets by industry
1.	
2.	
3.	
4.	
5.	

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## Financial Information

Financial Profile
Personal liquid capital available to invest: \$
Other personal or "near" liquid capital available: \$

Monthly Income Requirements:	Do you have the ability to act quickly?	How long have you been searching for a business?
<b>Additional Funding Sources</b>		
Please list additional funding sources below:		
1.		
2.		
3.		

## Personal Financial Statement

<b>Assets</b>	<b>Amount in Dollars</b>
Cash - checking accounts	\$
Cash - savings accounts	\$
Certificates of deposit	\$
Securities - stocks / bonds / mutual funds	\$
Notes & contracts receivable	\$
Life insurance <i>(cash surrender value)</i>	\$
Personal property <i>(autos, jewelry, etc.)</i>	\$
Retirement Funds <i>( IRAs, 401k)</i>	\$
Real estate <i>(market value)</i>	\$
Other assets <i>(specify)</i>	\$
Other assets <i>(specify)</i>	\$
<b>Total Assets</b>	<b>\$</b>
<b>Liabilities</b>	<b>Amount in Dollars</b>
Current Debt <i>(Credit cards, Accounts)</i>	\$
Notes payable <i>(describe below)</i>	\$
Taxes payable	\$
Real estate mortgages <i>(describe)</i>	\$
Other liabilities <i>(specify)</i>	\$
Other liabilities <i>(specify)</i>	\$
<b>Total Liabilities</b>	<b>\$</b>
<b>Net Worth</b>	<b>\$</b>

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## Buyer's Disclosure Statement

This series of questions and answers is to inform the seller about potential buyers of the business. This information is supplied to the seller to determine a buyer's qualifications to buy and operate the business, but does not take the place of the seller's investigation of the buyer. CapVenture Group, Inc., its employees, subsidiaries, agents and/or affiliate brokers are not responsible for verifying the accuracy of information provided below.

- |   |                              |                             |
|---|------------------------------|-----------------------------|
| 1. Have you been the subject of any bankruptcy filing, assignment for benefit of creditors or insolvency proceedings of any kind during the last five years, or consulted with an attorney or advisor regarding such proceedings? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Have you been late or defaulted on a business premise or equipment lease?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Is there anything about your personal or business operating or credit history that might adversely affect the Seller's decision to sell the business to you?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Are there any representations you have made to the Seller in this document regarding your financial statement or experience that are not true?   | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Is there any reason why you might be denied any licenses or permits required to operate a business?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Have you ever been convicted of any felony?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Have you ever had an SBA guaranteed loan?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

***If you have answered YES to any question above, please provide an explanation below referenced by the question number:***

***Question #***

***Question #***

*Signatures Next Page*

*By signing below, I acknowledge that the information provided to ProBiz Consulting, Inc. on this form is true and correct. In addition, I understand that ProBiz Consulting, Inc. has an Exclusive Representation Agreement with the Seller or their Authorized Agent. I agree that should I buy, lease or come into possession through a partnership or other means of any business or entity introduced by ProBiz Consulting, Inc. for the period of 2 years from the date below, that I will protect ProBiz Consulting, Inc. right to a full commission. Based on the aforementioned information, I understand that should I interfere in any way with ProBiz Consulting, Inc. right to a commission, that I may be personally liable for the payment of that commission.*

**Receiving Party**

If this party is a partnership, corporation or any other entity, the person(s) signing on behalf of the Party represent(s) and warrant(s) that they have the authority to enter into this Agreement on behalf of the Client.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*ProBiz Consulting, Inc. SHALL CONDUCT ALL ACTIVITIES IN REGARD TO THIS AGREEMENT WITHOUT RESPECT TO RACE, COLOR, RELIGION, NATIONAL ORIGIN, HANDICAP OR FAMILY STATUS OF ANY PARTY OR PROSPECTIVE PARTY.*



2501 Blue Ridge Rd, Suite 150  
Raleigh, NC 27607  
(919) 863-4339

## CONFIDENTIALITY AGREEMENT

As a Prospective Purchaser(s), I (we) understand that certain business sensitive and confidential information, both written and verbal, may be provided to or be made known to the undersigned by ProBiz Consulting and/or its Clients. Such disclosure may encompass anything from merely the name of a listed business to highly detailed operational data. For record purposes, the Company name and date of initial disclosure shall be recorded below. In consideration for having been provided any such information, it is agreed:

1. Not to divulge such information to others, except to secure their advice and counsel. Buyer agrees not to use information gained to open or start a similar or competing business.
2. To conduct all further inquiry into the disclosed business opportunity exclusively through the offices of ProBiz Consulting which company is acknowledged to be the agency first providing such information to the undersigned and
3. To certify that the purpose of my inquiry into all confidential information is for legitimate purposes and with no intention of harm to either the Seller or Pro Biz.

### DISCLAIMER

All information and materials provided by ProBiz Consulting to prospective purchasers have been provided in good faith by our client, the Seller; however accuracy is not guaranteed and all information should not be considered complete. While statements may be presented concerning a matter of opinion, whether or not so identified they are only statements of opinion and should not be construed as fact. **PROBIZ CONSULTING MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESSED OR IMPLIED.** All information provided is for confidential use and is to be used solely for the purpose of evaluating the company as a potential purchaser. ProBiz represents the Seller and the Seller pays the fee to ProBiz, not the Buyer.

### **Receiving Party**

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By: \_\_\_\_\_

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Title: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_