



Business Questionnaire

Please fill out the Business Questionnaire completely to assist in the underwriting and closing of your loan request. Detailed completion of this form will speed up the underwriting process and reduce the number of later questions asked about the business.

Please describe your business location(s), whether this is leased or owned, square footage, property layout, and property characteristics.

Please provide a general background on the business. How does the company operate? How does the company generate revenues? Is there any seasonality?

Who are your primary customers? Is there any customer concentration? What payment terms do you offer your customers? What payment collection policies are in place? Please describe any special relationships between the company and its customers.

How many customers or sales does the company average per day/year? What is the average purchase price per customer?

Who are your primary vendors? What payment terms are extended by these vendors? Please describe any special relationships between the company and its vendors.

Who are your primary competitors? What is your company's competitive advantage in the marketplace? What makes the company unique?

Please describe any key changes in the business revenues and profits over the past three years. What is the cause of any significant increases or decreases?

How many employees does the business presently have? What is their average salary? How many employees will be hired as a result of this loan request? Please describe the positions to be created.

Does the company have a formal management succession plan in place? What will happen if the owner(s) pass away? Please describe with specific details regarding the plan.

Does the business operate under any Franchise, License, Distribution, Dealer, or Management agreements? If so, please describe below and attach a copy of the agreement.

Provide any additional information regarding the business that will assist in underwriting the loan request.