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Standard Document Request List SBA Valuation (Refinancing)

1. Federal income tax returns and/or financial statements covering most recent 3 years
2. Current year-to-date financial statements (income statement and balance sheet) within 90 days of expected settlement date
3. The following financial information on or about the date of the current year-to-date financial statements:
 - a. Aging or list of trade receivables
 - b. Equipment list and/or depreciation schedule
 - c. List of inventory on hand
 - d. Aging or list of trade payables
 - e. Loan balances or statements
4. Any recent appraisals of any vehicles, machinery, equipment, furniture, and fixtures included in the acquisition
5. Brief description and history of the Company
6. List of shareholders, members or partners with percentages of ownership
7. List of key personnel with a description of their duties, and their compensation
8. Number of employees by function
9. Sources and uses of funds including the detailed terms of new debt
10. Details of any significant outstanding loans, leases, or contracts that will not be refinanced
11. Any partnership, operating or shareholders agreements
12. If a franchise, a copy of the franchise agreement
13. Real estate:
 - a. If leased - details of lease including terms and property description (municipality, acreage, square footage, etc.)
 - b. If owned - recent appraisal
14. Any previous business valuations or appraisals of the Company
15. Details of any previous sales or transfers of an equity interest of the Company
16. List of any significant transactions, contracts or agreements between the Company and its officers, partners or members made or in effect during the period covered by the financial statements
17. List of any significant expenditures made during the period by the Company that were for non-operating purposes (personal, non-essential, or unusual)