

BUSINESS CASE QUESTIONNAIRE

Debtor's Name _____

Chapter 13 case # _____

Are you self-employed? _____

Name of Business _____

Type of Business (description) _____

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Has the business ever been incorporated: _____ Yes _____ No

If yes, list dates incorporated _____

Date Business began _____

1. Does the business have employees? _____ Yes _____ No

If so, how many? _____

Does business withhold on these employees? _____ Yes _____ No

If so, attach copy of prior quarterly payroll tax return (form 941).

If not, how are employees compensated? _____

Are 1099's issued? _____ Yes _____ No

2. Do vendors or suppliers allow the business to purchase inventory on credit? ____ Yes ____ No

Do you anticipate incurring any post-petition trade credit or other business debt? ____ Yes ____ No

List all suppliers and vendors who allow a revolving credit account?

IF YOU ANSWERED YES TO THIS SECTION, PLEASE PROVIDE A STATEMENT OF PROJECTED INCOME & EXPENSES

3. Does the business keep inventory on hand? _____ Yes _____ No

Does the business have insurance on the inventory? _____ Yes _____ No

Sale tax ID# _____

What is the average age of inventory? _____

What is the average monthly value of inventory? _____

4. Does the business have account receivables (A/R)? ____ Yes ____ No
How many accounts make up the A/R? _____ (Approximate)
Does the business factor A/R? _____ (Attach factoring agreement)
How old are the A/R? _____ (Supple age list if numerous)
What amount is reasonable collectable? _____

5. Is the business cyclical? ____ Yes ____ No
If so, what is the busy season? _____
What is the slow season? _____

6. Does the business own ____ Lease ____ office space or real property?
Address of Property _____
Monthly payment _____ Term of payments or lease _____
Date purchased or leased _____

7. Does the company lease business equipment or autos? ____ Yes ____ No
Describe the leased/rented items _____
Monthly payment _____ Term of lease _____
IF MORE THAN ONE ITEM, PLEASE ATTACH SEPARATE INFORMATION ON EACH LEASE.

8. Does the business carry the following insurance policies?
a. Commercial liability? Yes ____ No ____ Policy # _____
b. Workers Compensation? Yes ____ No ____ Policy # _____
c. Commercial Property? Yes ____ No ____ Policy # _____
d. Automobile coverage? Yes ____ No ____ Policy # _____
e. Other (list) _____ Yes ____ No ____ Policy # _____
Are all policies current?

9. Is the business required to have a business license? ____ Yes ____ No
If so, please list: _____
Are the licenses current? ____ Yes ____ No

10. Attach a list of business assets, including the fair market value of each asset to include equipment, inventory, supplies, receivables and any other items.