**LISTING INFORMATION WORKSHEET**

**I – Business Information: Office #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Type of Business:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Business Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Franchisee: Yes ( ) No ( )

Year Business Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year Purchased: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Employees: Full Time: \_\_\_\_\_\_\_\_\_\_\_ Part Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contract: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses Required: (Check all that apply) ABC ( ) Tobacco ( ) Health ( ) Other ( )

EDD #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tax ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State Board Resale # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parking: Yes ( ) No ( ) Number of Spaces: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hours of Operation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Days of Week: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Lease Information:**

Size of Store: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ sq,ft. Lot Size: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ sq. ft.

Years on Lease: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Lease Expires:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Lease Option: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Base Rent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per Month Security Deposit Amt.:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Yearly Adjustment: CPI \_\_\_\_\_\_\_\_\_\_\_\_%

NNN: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Includes: Water ( ) Garbage ( ) Tax ( ) Insurance ( ) CAM ( ) Security ( )

Advertising ( ) Maintenance ( ) Other ( ) Describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord Info: Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tel #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3. Financial Information:**

Total Sales/Month: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Net Income/Mo: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Monthly Payroll: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contract Labor/Mo: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inventory: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Included in Asking Price?: Yes ( ) No ( )

Food Cost: \_\_\_\_\_\_\_\_\_\_\_% Bar Cost:\_\_\_\_\_\_\_\_\_\_\_\_% Supply Cost:\_\_\_\_\_\_\_\_\_\_\_\_% Labor Cost: \_\_\_\_\_\_\_\_\_\_\_%

Gallons per Month – Gasoline: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Avg. Gas Margin @\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cents per Gallon

Gallons per Month – Propane: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Markup: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_%

Gallons per Month – Diesel: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Margin: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cents per Gallon

Distributor’s Rebate per Gallon: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_% Per Gallon

Mart Sales/Month: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Markup: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_%

Garage Income/Month: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Is Garage Rented? Yes ( ) No ( )

Car Wash: Yes ( ) No ( ) Income/Mo.: $\_\_\_\_\_\_\_\_\_\_\_\_\_ Lotto: Yes ( ) No ( ) Sales/Mo,: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**4. Site Description:**

Cross Street:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Area: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Indoor Seating Capacity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Outdoor Seating: Yes ( ) No ( ) Capacity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Restrooms Inside: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Restrooms Outside: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ All ADA Compliant: Yes ( ) No ( )

Hood Type: 1 ( ) 2 ( ) Ansul System Yes ( ) No ( ) Dishwasher Leased: Yes ( ) No ( )

Canopy: Yes ( ) No ( ) Number of Canopies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is there Any Contamination?: Yes ( ) No ( ) Year Determined?: \_\_\_\_\_\_\_\_\_\_\_\_\_ Year Fixed?:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Pumps:\_\_\_\_\_\_\_ Age of Pumps: \_\_\_\_\_\_\_\_\_ Age of Tanks:\_\_\_\_\_\_\_\_\_\_ Size/Type:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Islands: \_\_\_\_\_\_\_\_\_\_\_\_\_ Number of Fueling Positions:\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Dispensers:\_\_\_\_\_\_\_\_\_\_ Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year Replaced:\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Tanks: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year Replaced: \_\_\_\_\_\_\_\_\_\_\_\_\_

Garage: Yes ( ) No ( ) Number of Bays: \_\_\_\_\_\_\_\_\_ Rented?: Yes ( ) No ( ) Monthly Rent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Lifts: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5. Miscellaneous/Notes:**

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 **Seller:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Agent:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**