ABC Services Group, Inc.

DUE DILIGENCE

Please fill out all that’s applicable as much as possible. If there’s too much information for a form, feel free to provide in another manner.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| COMPANY INFORMATION | | | | | | | | |
| Business Address: | |  | | | | | | |
| State of Incorporation: | |  | | | Date of Incorporation: | | |  |
| Corporate Form: | | i.e. LLC, Corp, LLP etc. | | | Business Phone: | | |  |
| Website: | |  | | | Number of Employees: | | |  |
| List all DBAs or Fictitious  Business Names: | |  | | | | | | |
| **FINANCIAL INFORMATION** | | | | | | | |  |
| Revenue Last Year: |  | | Assets: | | |  | | |
| Debt: |  | | Cash Balance: | | |  | | |
| Balance Cash Equivalents: |  | | Refunds (tax, ins, etc.): | | |  | | |
| Accounts Receivable Balance: |  | | Value of Work in Process: | | |  | | |
| Inventory Value: |  | | FFE Value: | | |  | | |
| **LOCATIONS** | | | | | | | | |
| Address of Primary Location (f different)  City, State, Zip | |  | | | | | | |
| List any additional  locations and addresses. | |  | | | | | | |
| **PREMISES** | | | | | | | | |
| Landlord Name and Address: | |  | | | | | | |
| Monthly Lease Payment | |  | | Current on Lease? | | |  | |
| SQ footage (approx.) | |  | | Subtenants: | | |  | |
| **PAYROLL** | | | | | | | | |
| PAYROLL COMPANY: | |  | | PAYROLL CONTACT NAME: | | |  | |
| PAYROLL ACCOUNT NUMBER/ID | |  | | AMOUNT OF LAST PAYROLL: | | |  | |
| DATE OF LAST PAYROLL | |  | | PAID THROUGH: | | |  | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| BANK ACCOUNTS | | | | | | | | |
| INSTITUTION: | TYPE: | ACCOUNT NO: | | | | BALANCE: | | |
|  |  |  | | | |  | | |
| INSTITUTION: | TYPE: | ACCOUNT NO: | | | | BALANCE: | | |
|  |  |  | | | |  | | |
| INSTITUTION: | TYPE: | ACCOUNT NO: | | | | BALANCE: | | |
|  |  |  | | | |  | | |
| **ASSET DETAIL** | | | | | | | | |
| REAL ESTATE OWNED? |  | IF YES, LIST LOCATION: | | | |  | | |
| SUBSIDIARIES OR INVESTMENTS? |  | IF YES, PLEASE PROVIDE DETAIL: | | | |  | | |
| **IP** | | | | | | | | |
| TRADEMARKS (LICENSED): |  | LICENSE/REGISTRATION NO: | | | |  | | |
| PATENTs (describe) |  | PATENT NO: | | | |  | | |
| EXPIRY: | | | |  | | |
| LICENSES/CONTRACTS FOR IP: |  | | | | | | | |
| LIFE INSURANCE: |  | | | | | | | |
| DOMAINS OWNED: |  | | | | | | | |
| OTHER INTANGIBLES: |  | | | | | | | |
| **DEBT DETAIL** | | | | | | | | |
| SENIOR SECURED: |  | | BALANCE OWED | |  | | | |
| OTHER SECURED; |  | | BALANCE: | |  | | | |
| TRADE PAYABLES OWED (AMOUNT): |  | | AMOUNT DUE EMPLOYEES: | |  | | | |
| FED TAXES OWED: |  | | STATE TAXES OWED: | |  | | | |
| SALES TAXES OWED: |  | | OTHER TAX OWED: | |  | | | |
| LAWSUITS (ANY SUITS IN ACTIVE LITIGATION?) |  | | CASE NO: | |  | | | |
| ADDITIONAL SUITS  (LIST CASE NO) |  | | | | | | | |
| **UTILITIES** | | | | | | | | |
| ELECTRIC COMPANY | ` | | AVG MONTHLY PAYMENT: | |  | | | |
| ACCOUNT NO: |  | | AMOUNT BEHIND: | |  | | | |
| GAS CO: |  | | AVG MONTHLY PAYMENT: | |  | | | |
| ACCOUNT NO. |  | | AMOUNT BEHIND: | |  | | | |
| INTERNET SERVICE PROVIDER: |  | | AVG MONTHLY PAYMENT: | |  | | | |
| ACCOUNT NO. |  | | AMOUNT BEHIND: | |  | | | |
| TELEPHONE COMPANY: |  | | AVG MONTHLY: | |  | | | |
| ACCOUNT NO: |  | | AMOUNT BEHIND: | |  | | | |
| ALARM COMPANY: |  | | AVG MONTHLY PAYMENT: | |  | | | |
| ACCOUNT NO: |  | | AMOUNT BEHIND: | |  | | | |
| PASSCODE: |  | |  | |  | | | |
| OTHER SOFTWARE SUBSCRIPTIONS OR PLATFORMS: |  | | | | | | | |
| **LEASES AND CUSTOMER ITEMS** | | | | | | | | |
| LEASING CO. |  | | | BALANCE OWED: | | |  | |
| LIST ITEMS: |  | | | | | | | |
| LEASING CO. |  | | | BALANCE OWED: | | |  | |
| LIST ITEMS: |  | | | | | | | |
| **CUSTOMER DEPOSITS (LIST ALL AND EXPLANATIONS)** | | | | | | | | |
|  | | | | | | | | |
| DISCLOSURE INFORMATION (CLICK IF APPLICABLE) | | | | | | | | |
| DO YOU POSSESS ANY PERSONALLY IDENTIFIABLE CUSTOMER INFORMATION? |  | | HAVE YOU TRANSFERRED ANY PROPERTY OVER $7,500 THE LAST 90 DAYS? | | | | |  |
| HAVE YOU PAID ANY DIRECTORS OFFICERS OR INSIDERS ANY PREFERENTIALA PAYMENTS IN THE LAST YEAR? |  | | ANY STORAGE FACILITIES? | | | | |  |
| LIST ALL ADMINS FOR IT NETWORK: |  | | | | | | | |
| DO YOU HAVE THE RIGHT OR ARE YOU CURRENTLY THE PLAINTIFF IN A LAWSUIT? |  | | DO YOU HAVE ANY HAZARDOUS MATERIAL AT YOUR LOCATION? | | | | |  |