

# 1

## BUSINESS INFO

● Entity

● EIN

● Sales Tax ID

● State Tax ID

## LOGINS

- Banks
- Credit Cards
- Lines of Credit
- Loans
- Payment processors
- Payroll
- Sales tax

Business Name

Contact Name | Title

Industry: \_\_\_\_\_

Descr: \_\_\_\_\_

Customer base: B2B B2C

E: \_\_\_\_\_

P: \_\_\_\_\_

A: \_\_\_\_\_

## ACCOUNTS

● Bank Accounts

Bank name

Type

Bank name

Type

Bank name

Type

Bank name

Type

● Credit Cards

Credit Card

Last 4

Credit Card

Last 4

Credit Card

Last 4

● Loans

Lender

Asset

Lender

Asset

Lender

Asset

● Lines of Credit

Lender

Balance

Lender

Balance

## ASSETS

● Vehicles

Depr.

\_\_\_\_\_  
Year Make Model

\_\_\_\_\_  
Year Make Model

\_\_\_\_\_  
Year Make Model

\_\_\_\_\_  
Year Make Model

\_\_\_\_\_  
Year Make Model

● Equipment

Depr.

\_\_\_\_\_  
Description

\_\_\_\_\_  
Description

\_\_\_\_\_  
Description

\_\_\_\_\_  
Description

\_\_\_\_\_  
Description

# 1

Business Name

Contact Name | Title

## PROJECTS

● Approximate Length

● Budgets?

Yes No

● Billable Expenses?

Yes No

● Labor Tracking?

Yes No

## PAYROLL

● Number of Employees

● Number of Contractors

● Reimbursable Expenses?

Yes No

## INCOME

● Products + Services

  
  

● Payment Methods

  

● Payment Processors

  
  

● Accounts Receivable

Yes No

Platform

● Sales Tax

Yes No

Agency

## EXPENSES

● Accounts Payable

Yes No

Platform

● COGS/COS

Yes No

Type

Type

● Operating Expenses

  
  

● Dues & Fees

  

● Prepaid Expenses