



Starwood Business Group  
Business Sales • Valuations • Exit Planning

## SELLER DOCUMENTATION CHECKLIST

We appreciate you selecting Starwood Business Group to assist you in selling your business. To facilitate the quickest and highest priced sale, we need the following from you as quickly as possible.

	3 Years Profit & Loss Statements
	3 Years' Complete Set of Corporate Tax Returns (Schedule C if Sole Proprietor)
	Lease
	Furniture, Fixtures & Equipment List
	Inventory Value
	Sales Tax Returns
	Franchise Agreement (if applicable)
	Notes/Liens/Liabilities (if applicable)
	Vending Contracts (if applicable)
	Maintenance Contracts (if applicable)
	Lease/Purchase Agreements (if applicable)
	Other Relevant Information Specific to Your Business