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**BUSINESS BROKER SUPPLEMENT  
 REAL ESTATE AGENTS ERRORS & OMISSIONS LIABILITY**

**A. PROPOSED APPLICANT**

1. Name of Applicant: \_\_\_\_\_
2. City & State: \_\_\_\_\_

**B. PROFESSIONAL SERVICE ACTIVITIES AND SPECIALTY**

1. Fiscal Year Gross Revenue Information:

	Category	Transactions Past Yr	Revenue Past Yr	Projected Current Yr	Transactions Current Yr
a	Retail Trade (NAICS 44-45)	#	\$	\$	#
b	Accommodation & Food Services (NAICS 72)	#	\$	\$	#
c	Real Estate, and Rental and Leasing (NAICS 53)	#	\$	\$	#
d	Manufacturing (NAICS 31-33)	#	\$	\$	#
e	Wholesale Trade (NAICS 42)	#	\$	\$	#
f	Construction (NAICS 23)	#	\$	\$	#
g	Professional, Scientific & Technical Services (NAICS 54)	#	\$	\$	#
h	Other, Describe: _____	#	\$	\$	#
i	Other, Describe: _____	#	\$	\$	#
	<b>TOTALSs</b>		\$	\$	

2. a. List the Applicant's average and maximum value of businesses brokered during the past three years?
  - (i) Average Value: \$ \_\_\_\_\_ (ii) Maximum Value: \$ \_\_\_\_\_
- b. Attach a list of the Applicant's five largest business broker sales in the past three years and include a brief narrative of each sale. \_\_\_\_\_  List Attached
- c. Does the Applicant ever function in a dual or intermediary agent function? .....  Yes \*  No
3. a. Describe the Applicants procedures to avoid financial statement misrepresentation (e.g., no guarantee or assurance of any future value or income) when presenting a business's financials to potential buyers:
 

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_
- b. Does the Applicant prepare a broker's reconstruction of financial statements?  Yes \*  No
 

\* **If yes**, explain: \_\_\_\_\_
- c. Does the Applicant conduct any business valuation or due diligence on behalf of the buyer or seller? .....  Yes  No
4. Describe the educational and training level experience of personnel involved with business broker sales?
 

\_\_\_\_\_

\_\_\_\_\_

## BUSINESS BROKER SUPPLEMENT

5. a. Does the Applicant provide written recommendations that each party retain an attorney and an accountant for the purpose of performing a due diligence review, including an evaluation of the income, expense and feasibility of business opportunity(ies) represented? .....  Yes \*  No
- b. Does the Applicant have a written policy that prohibits them from making an attorney or accountant recommendations? .....  Yes \*  No
6. Describe what additional professional service providers that the Applicant has retained (other than real estate brokers/agents) to assist with providing business broker services:
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**C. ATTACHMENTS**

<u>INFORMATION</u>	<u>COPY ATTACHED</u>
1. Copies of any standard contracts, including key attachments .....	<input type="checkbox"/>
2. Resumes of key professionals .....	<input type="checkbox"/>

**PLEASE READ CAREFULLY**

I understand that the information submitted herein becomes a part of the Applicant Firm's Real Estate Agents Errors & Omissions Liability Proposal Form and is subject to the same representations and conditions.

Dated	Signature of Owner, Partner, Officer or Principal
Title	Owner, Partner, Officer or Principal (Print Name)