

FINANCIAL STATEMENT

(CONFIDENTIAL)

Corporations bidding (and their guarantor, if applicable) must provide financial statements, which shall include a balance sheet and income statement with appended notes, in the form attached hereto, prepared in accordance with generally accepted accounting principles. Such statements shall be provided for the three previous complete years. Information on the current year-to-date may also be provided. In the case of subsidiaries where separate financial statements of the subsidiary are not generated, the above referenced financial statements of the parent corporation shall be submitted in its place.

Individuals or other organizations bidding must complete the attached personal financial statement and submit copies of its three most recently filed income tax returns.

The Department reserves the right to require additional financial information.

BALANCE SHEET

For _____
(Name of Bidder)

Fiscal Year
Period: _____

ASSETS	2013	2014	2015
<u>Current Assets:</u>			
Cash	_____	_____	_____
Accounts Receivable	_____	_____	_____
Notes Receivable	_____	_____	_____
Inventories	_____	_____	_____
Prepaid Expenses	_____	_____	_____
Other: _____	_____	_____	_____
<u>Land, Building and Equipment:</u>			
Land and Improvements	_____	_____	_____
Buildings	_____	_____	_____
Equipment and Computers	_____	_____	_____
Furniture and Fixtures	_____	_____	_____
<u>Less accumulated depreciation:</u>			
Net Land, Building & Equipment	_____	_____	_____
<u>Other Assets:</u>			
Investments	_____	_____	_____
Other: _____	_____	_____	_____
LIABILITIES AND STOCKHOLDERS' EQUITY			
<u>Current Liabilities:</u>			
Accounts Payable	_____	_____	_____
Notes Payable	_____	_____	_____
Current Mortgage Payable	_____	_____	_____
Current Long-Term Debt Payable	_____	_____	_____
Federal Income Taxes Payable	_____	_____	_____
State and Local Taxes Payable	_____	_____	_____
<u>Long-Term Debt:</u>			
Mortgage Payable	_____	_____	_____
Note Payable	_____	_____	_____
Deferred Rent	_____	_____	_____
Other: _____	_____	_____	_____
<u>Stockholders' Equity:</u>			
Common Stock	_____	_____	_____
Authorized Shares, _____	_____	_____	_____
Issued Shares, _____	_____	_____	_____
Retained Earnings	_____	_____	_____
	=====	=====	=====
	=====	=====	=====

INCOME STATEMENT

For _____
(Name of Bidder)

Fiscal Year
Period: _____

	2013	2014	2015
<u>Revenues:</u>			
Net Sales	_____	_____	_____
Other Income	_____	_____	_____
<u>Costs and Expenses:</u>			
Cost of Goods Sold	_____	_____	_____
Selling, General, & Administrative	_____	_____	_____
Interest and Debt Expense	_____	_____	_____
<u>Income Before Income Taxes:</u>			
_____	_____	_____	_____
<u>Income Taxes:</u>			
Current	_____	_____	_____
Federal	_____	_____	_____
State and Local	_____	_____	_____
Deferred - Federal	_____	_____	_____
Net Income	=====	=====	=====

CONFIDENTIAL

PERSONAL FINANCIAL STATEMENT

CONFIDENTIAL

Personal Information		
Full Name		
Present Address - Own Rent ____ Years		
Source of Income	ANNUAL INCOME	
Name and Address of Employer – How Long ____ Phone: _____	Salary	\$ _____
	Bonus and Commissions	_____
	Dividends and Interest	_____
	Net Rental	_____
	*Other	_____
	TOTAL	\$ _____
Position/Title	Previous Employer - How Long ____ (complete if current job held less than two years)	
Type of Business		
	Type of Business	Position/Title

*** Confidential to the extent allowable by law ***

Summary Asset – Liability Statement – Enter Details on Corresponding Schedule Inside

ASSETS		LIABILITIES AND NET WORTH	
Cash and Money on Deposit (Schedule A)	\$	Notes Payable (Schedule F)	\$
Stocks and Bonds (Schedule B)			
Accounts and Notes Receivable (Schedule C)		Accounts Payable	
Cash Value Life Insurance (Schedule D)		Life Insurance Loans	
Deferred Assets		Unpaid Taxes	
Pension Funds		Real Estate Mortgage/Liens	
Real Estate Owned (Schedule E)		Installment Loans (Schedule G)	
Vehicles Owned			
		Other Debts (itemize)	
Other Personal Property			
Other Assets		Total Liabilities	\$
		Net Worth	
Total Assets	\$	Total Liabilities and Net Worth	\$

ASSET - LIABILITY DETAILS

Schedule A

CASH, CHECKING, NOW ACCOUNTS, SAVINGS ACCOUNTS, C.D.'S SCHEDULE OF CASH ACCOUNTS						
Name of Depository	Type of Account	Account Number	In Name Of	Approximate Balance	<u>Pledged</u> YES NO	
TOTAL				\$		

Schedule B

SCHEDULE OF STOCKS AND BONDS					
Number	Description	In Name Of	Market Value	<u>Pledged</u> YES NO	
TOTAL			\$		

Schedule C

SCHEDULE OF ACCOUNTS AND NOTES RECEIVABLE				
Description	Owed By	Due Date	Amount Due	G = Good D = Doubtful
TOTAL			\$	

Schedule D

SCHEDULE OF LIFE INSURANCE CARRIED					
Name of Insurance Company	Type	Benefit Value	Beneficiary	Cash Value	Loans Against Cash Values
TOTAL				\$	\$

Schedule E

SCHEDULE OF REAL ESTATE OWNED						
1. Property Address 2. Title in Name of 3. Name of Mortgage Holder	Type	# of Ownership	Date Acquired	Purchase Price	Market Value	Amount of Mortgages & Loans
1.				\$	\$	\$
2.						
3.						
1.						
2.						
3.						
1.						
2.						
3.						
1.						
2.						
3.						
1.						
2.						
3.						
TOTALS					\$	\$

Schedule F

Schedule of Notes - Payable					
Owed To (Name and Business)	Date Opened	Date Due	Approximate Amount Owed	<u>Secured</u>	
				YES	NO

Schedule G

SCHEDULE OF INSTALLMENT LOANS/OBLIGATIONS/CREDIT REFERENCES						
Purpose and Date Opened	Owed To (Name and Address)	Account Number	Monthly Payment	Balance Owed or Date Paid	<u>Secured</u> YES NO	
TOTALS				\$	\$	

If Self-Employed: Condensed Profit and Loss Statement for Fiscal Year Ended _____, 20_____

Expense	Amount	Income	Amount
Inventory at Beginning of Period		Net Sales	
Add-Purchases During Period		From Investments	
Less-Inventory at Close of period		From Discounts on Purchases	
Cost of Material or Merchandise Consumed		From other Sources – Itemized below	
Actual Expense of Conducting Business Including Rent, Taxes, insurance, etc...			
Interest on Borrowed Money			
Bad Debts Charged off			
Depreciation Charged off			
Withdrawals by Proprietor			
Net Profit			
TOTAL		TOTAL	

Salary bonuses and withdrawals of proprietor during year \$