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_____ Fiscal Year Period:_____

(name of bidder)

ASSETS	2013	2012	2011
Current Assets:			
Cash			
Accounts receivable			
Notees receivable			
Inventories			
Prepaid expenses			
Other:_____			
Land, Building and Equipment:			
Land and improvements			
Buidlings			
Equipment and computers			
Furniture and fixtures			
Less accumulated depreciation:			
Net land, bldg & equip			
Other Assets:			
Investments			
Other:_____			
LIABILITIES AND STOCKHOLDERS' EQUITY			
Current Liabilities:			
Accounts Payable			
Notes Payable			
Current mortgage payable			
Current long-term debt payable			
Federal income taxes payable			
State and local taxes payable			
Long-Term Debt:			
Mortgage payable			
Note payable			
Deferred rent			
Other:_____			
Stockholders' Equity:			
Common Stock			
Authorized shares,_____			
Issued shares,_____			
Retained earnings			

INCOME STATEMENT

for_____ Fiscal Year Period:_____

(name of bidder)

	2013	2012	2011
Revenues:			
Net sales	_____	_____	_____
Other income	_____	_____	_____
Costs and Expenses:			
Cost of goods sold	_____	_____	_____
Selling, general, & administrative	_____	_____	_____
Interest and debt expense	_____	_____	_____
Income before income taxes:	_____	_____	_____
Income Taxes:			
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**	**Pledged** YES	NO
				TOTAL	**$**	

Schedule B

	SCHEDULE OF STOCKS AND BONDS				
Number	**Description**	**In Name Of**	**Market Value**	**Pledged** 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	Secured YES	Secured 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**	Secured 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 $