### Business Information

### Business Type: Retail Community Service

Government  Food Service  Religious  Vacant

### Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: First \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

FAX: \_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facebook or Instagram: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Business was Established: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Sq. Ft. of Business Space: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does the Business:

Rent  Own  Rent with Intention to Purchase

### If Renting, What is the Monthly Rent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

### What is Included With Monthly Rent? (check all the apply)

### Electricity Water Heat Garbage

### Terms of Lease: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lease Ending Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Business Classification

Business Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Niche/Specialty: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Primary Products or Services: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Business Hours:** Open Close

Monday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Tuesday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Wednesday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Thursday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Friday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Saturday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Sunday \_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

Any change in hours throughout the year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Employee Information: # of Full-Time: \_\_\_\_\_ # of Part-Time: \_\_\_\_\_ # of Seasonal: \_\_\_\_\_

**Parking Information:**

On Street Parking Off Street Parking

# of Spaces Dedicated for Customers: \_\_\_\_\_\_\_\_\_\_\_\_\_

# of Spaces Dedicated for Staff/Employees: \_\_\_\_\_\_\_\_\_\_\_\_

**Incentives:**

Tif  Tax Abatement

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Historic Information

Date of Construction: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Individual Listing: National Register Local

### District Listing: (If Yes, Check All That Apply)

### Significant Contributing

### Non-Contributing Local

### Building Condition

### (Choose From - Excellent, Good, Average, Poor, Deteriorating)

Foundation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ HVAC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Façade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Electrical: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Roof: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Plumbing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Structure: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Property Availability

For Sale Sale Price: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Realtor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Terms: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Extra Information

Current Picture: Location of Current Pictures: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Historical Pictures: Location of Historical Pictures: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Maps: Location of Maps: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Useful Information: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_