

RESIDENTIAL SALES DIVISION

- 13. Turnover for last 12 months £ _____
- 14. Number of properties sold _____
- 15. How many properties are currently under offer? _____
- 16. Current value of pipeline _____
- 17. How many instructions do you have? _____
- 18. Total commission value of instruction register _____
- 19. Profit for last 12 months (excluding partners drawings) _____
- 20. Turnover for last three years £ _____
£ _____
£ _____
- 21. Profit for last three years £ _____
£ _____
£ _____

STAFF

22. Please list all the staff that you employ

NAME	POSITION	SALARY	AGE	LENGTH OF SERVICE

- 23. How many of these staff would wish to continue to work for the business? _____
- 24. Do any of the partner or directors want to carry on working in the business? _____

BUSINESS SALE INFORMATION SHEET

PREMISES

25. Address of premises

26. Size: Ground Floor Sq ft Upper Floors Sq ft

27. Do you own your premises?

28. If not, length of Lease

29. Next break clause

30. Rent per annum

NB. Please attach the last three years accounts and if possible the current year's management accounts.

Signed	Today's Date
--------	--------------

