



Thank you for listing your business with Powersports Listings M&A. Please provide a copy of the following information at your earliest convenience:

- \_\_\_ 1. Last four (4) FULL years' financials statements (**Year-End Profit/Loss Statements and Balance Sheets**).
- \_\_\_ 2. Most recent interim comparative financial statements (Profit/Loss Statement and Balance Sheet) for the current fiscal year (**YTD through most recently completed month-end vs. same prior YTD period**).
- \_\_\_ 3. Units Sold detail by brand and vehicle type for the prior full calendar year and current year to date (**form provided**).
- \_\_\_ 4. Last three (3) years tax returns on the business. (Form 1120 for corporations, Form 1065 for partnerships, or 1040-Schedule C for sole-proprietorships/single-member LLCs).
- \_\_\_ 5. Completed Listing Profile Form and Seller's Discretionary Earnings Form (**forms provided**).
- \_\_\_ 6. Job List or Organizational Chart showing titles and compensation (names are optional).
- \_\_\_ 7. List of furniture, fixtures, and equipment (asset list or depreciation schedule), showing original cost and date of purchase. (If providing depreciation schedules, they must contain enough detail to properly illustrate all the fixed assets of the business, and any excluded or missing assets MUST be notated).
- \_\_\_ 8. If real estate is owned, copy of any recent appraisals, tax statements or other proof of valuation.
- \_\_\_ 9. If real estate is leased, copy of current lease agreement.
- \_\_\_ 10. Copy of any environmental assessments (Phase 1s, etc.) performed on the facility.
- \_\_\_ 11. E-mail digital pictures of the facility, inside and outside, preferably illustrating each department, entryway, and signage (typically 6-10 photos).
- \_\_\_ 12. A paragraph summarizing the history of the dealership and any pertinent highlights. Include any interesting facts about the business, history, location, and surrounding areas you feel might be beneficial to a prospective buyer.
- \_\_\_ 13. List of any recent industry or manufacturer awards given to the business.
- \_\_\_ 14. Copy of manufacturer(s)' most recent market data or performance reports (retail efficiency, pump in/out, dealer ranking, etc.).  
Specifically for **Harley-Davidson dealerships**, this would include:
  - a. Market Report (most recent)
  - b. iExam Summary Reports (year-end and most year-to-date)
  - c. Motorcycle Planning Report (most recent)

This information is necessary to develop our marketing strategy and sales materials for your business. Once we receive this information, we will immediately commence preparation of the marketing plan which will include, among other things, a formal presentation, multiple web-site listings, and the creation of an electronic data room.

This information will remain confidential and will only be released to qualified buyers that have executed a confidentiality agreement. Once again, thank you for choosing Powersports Listings M & A to sell your business!