|  |  |
| --- | --- |
| Dealer ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Please return form to patricia.gause@transferexpress.com |  |
| **Succeeding business owner** |  |
| **Legal business name** |  |
| **Trade name or doing business as name (DBA)** | **Telephone number** |
| **Former Business Owner** |  |
| **Legal business name** |  |
| **Trade name or doing business as name (DBA)** | **Telephone number** |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Due to recent change in ownership, please forward letters of agreement on company letterhead, sales contract/agreement in addition to

any and all tax documents with all signatures of interested parties on all documents.

1. On what date did you sell the business?

Are there any contingencies?

1. Did you sell □ all or □ part of your business?
2. If this is a partial acquisition or sale of an existing business, explain what portion or location

of the entire operation was sold.

1. Is there a purchase/sale agreement associated with this transaction Yes □ No ? □
2. Who will be running the business prior to closing of sale?
3. Provide any additional information you believe pertinent to this transaction.
4. Who will have access to electronic information ie: art work, emails?

|  |  |
| --- | --- |
| Assets being sold – what was not included | Allocation of assets and debts |
|  |  |
|  |  |
|  |  |



**Section B – Transaction detail to be completed by the former business owner**

**Signature of new owner, partner, member or executive officer Title**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print name of above signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone number Email address**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of previous owner, partner, member or executive officer Title**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print name of above signature Date**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone number Email address**

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