

Directions: Complete...

Basic Business Plan Questions

Name: _____

Business Name: _____

Date: _____



1. Please describe your business. What service do you provide? Who are your customers? What is your target market/service territory? What are your operating hours?

2. How is your company owned? Please explain ownership structure along with ownership percentages?

3. How will the proposed financing help your business? What changes will you make as a result of financing?

4. How many full time employees do you currently have? How many will you have as a result of financing? How many part time employees do you currently have? How many will you have as a result of financing?

5. How will you generate business? Please describe your proposed marketing strategy/plan.

6. Please describe current and proposed management of the company. Please provide a resume for manager and/or owner to provides day to day management of the company.

7. Do you have a customer concentration with any of your customers? Customer concentration means that one company accounts for 10 to 25% of your annual sales. If so, please explain.