

# Confidential Worksheet: Company Questionnaire



Date: \_\_\_\_\_

**Instructions:** Please complete and return before your consultation. Call **616-777-5293** if you have any questions.

Mail: 3083 Washington Avenue SW, Suite E, Grandville, MI 49418

Fax: 800-609-5298

Email: info@EystoneLawOffices.com

## **Section 1: Company Information** (Actual if Known or Proposed if Forming a New Company)

<b>Company Information</b>	<i>Name:</i>		
	<i>Street:</i>		<i>Phone:</i>
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	<i>Tax ID #:</i>		
	<i>Tax Status:</i> <input type="checkbox"/> Disregarded <input type="checkbox"/> Partnership <input type="checkbox"/> S-Corp <input type="checkbox"/> C-Corp		
	<i>Formation Date or Deadline:</i>		

## **Section 2: Description of Transaction** (Check All That Apply)

- Starting a New Business / Company
- Buying an Existing Business / Company
- Liquor License Transfer
- Buying / Selling Commercial Real Estate
- Leasing Commercial Real Estate
- Other (Please Describe): \_\_\_\_\_

## **Section 3: What You Hope an Attorney Will Accomplish for You and Your Company**

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## **Section 4: Involved Parties** (Owners, Buyers, Sellers, Etc. – Attach Extra Pages as Needed)

<b>Primary Contact</b>	<i>Name:</i>	<i>Email:</i>	
	<i>Street:</i>	<i>Phone:</i>	
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	<i>Relationship:</i>	<i>Ownership (# Shares / %):</i>	

<b>Additional Party</b>	<i>Name:</i>	<i>Email:</i>	
	<i>Street:</i>	<i>Phone:</i>	
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	<i>Relationship:</i>	<i>Ownership (# Shares / %):</i>	

<b>Additional Party</b>	<i>Name:</i>	<i>Email:</i>	
	<i>Street:</i>	<i>Phone:</i>	
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	<i>Relationship:</i>	<i>Ownership (# Shares / %):</i>	

<b>Additional Party</b>	<i>Name:</i>	<i>Email:</i>	
	<i>Street:</i>	<i>Phone:</i>	
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	<i>Relationship:</i>	<i>Ownership (# Shares / %):</i>	

<b>Additional Party</b>	<i>Name:</i>	<i>Email:</i>	
	<i>Street:</i>	<i>Phone:</i>	
	<i>City:</i>	<i>State:</i>	<i>Zip:</i>
	<i>Relationship:</i>	<i>Ownership (# Shares / %):</i>	