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ASSET PURCHASE AND SALES INFORMATION FORM

The following information is necessary to prepare an Asset Purchase and Sales Agreement. This form must be **FULLY** completed unless the information is not applicable to your transaction. Please email this completed form using the information provided above.

GENERAL BUSINESS INFORMATION

Please attach a complete list of all the assets being sold/purchased including any inventory, good will, phone numbers, etc.

- a. Current name of business being sold/purchased? _____
- b. Type of business being sold/purchased? _____
- c. In addition to the business assets, will you also be selling/purchasing corporate stock? ☐ No ☐ Yes
- d. Are there any licenses that must be transferred or obtained by the buyer to operate the business?
☐ No ☐ Yes, what type of license (ex: food license) and will it be transferred or obtained by the buyer?

- e. What type of inspections will be required? _____
- f. How many days will the due diligence period be (time buyer has to inspect the property)? _____
- g. Will there be a fire compliance certificate required? ☐ No ☐ Yes
- h. Will the buyer be requiring a non-compete agreement? ☐ No ☐ Yes
- i. Please list any other contingencies relevant to the purchase of the assets? _____

SELLER/ BUYER INFORMATION

- a. Seller's name (individual or entity (include "doing business" names)): _____
 - i. Seller's email address: _____
 - ii. Seller's phone number: _____
 - iii. Seller's mailing address: _____
- b. Buyer's name (individual or entity (include "doing business" names)): _____
 - i. Buyer's email address: _____
 - ii. Buyer's phone number: _____
 - iii. Buyer's mailing address: _____

REAL ESTATE

- a. In addition to the business assets, will you also be selling/purchasing the real estate where the business is located?
 - i. ☐ No
 - 1. Who currently owns the real estate where the business is located? _____
 - 2. Will a new lease be created or will the landlord assign the current lease to the new owner?
 - a. ☐ New lease, what will be the terms of the new lease? _____

b. ☐ Assign, what are the terms of the current lease? _____

ii. ☐ Yes

1. Will a different entity be purchasing the real estate? ☐ No ☐ Yes, what is the name of entity?

2. Purchase price for the real estate: _____

FINANCING

a. Total asset purchase price: _____

b. Will you be acquiring a loan to purchase the assets? ☐ No ☐ Yes, who will be financing the transaction?
