

Business Questionnaire

The following questionnaire is designed to help you focus on what your company needs are and the more precise your information, the better quality analysis you receive. This requires some work on your part, but, in the end, saves you time, money, and helps us to work together to identify and clarify the current needs of your organization.

If you wish for us to calculate a good time in which to start a venture, or, business, use this questionnaire as a guide. Give us the rough time frame in which you care to open the business.

1. What is the original incorporation date of your business?
2. In what city and state was it legally incorporated?
3. List all other incorporation dates and their locations:
4. If you are not incorporated, when did you open the doors of your business or take in your first dollar? _____
5. What are the date, time, and place of birth of the head of your company (or owner)? (If you are not the head of the company, then we will need written permission from the head of the company to review this data)
6. List all other dates, times of birth, and cities and states of births of employee charts, or major figures in your company with which we need to work. We need their written permission for this also.
7. In what city and state is your head office located?
8. When did you open the doors of this head office?

9. Describe the major service(s) or product(s) of your company?

10. If you are not a service, or manufacturing business, what is your business?

11. What date(s) were these products or services introduced?

12. What products or services are you planning to introduce?

13. Do you have the dates in which you plan to begin development?

14. Do you have the dates in which you project releasing these products to the public?

15. Are there any major mergers or collaborations that recently occurred with your company?

16. If so, please list the times and dates in which these occurred?

17. In this portion of the questionnaire, please list the major areas of stress or problems in your company, which you would like addressed in this initial consult?

18. In each of the following categories, circle one or two areas, which are the most important issues at this time.

a. Company identity and morale; stockholders' perceptions.

b. Revenues; liquid assets; cash flow; spending; profitability.

c. Contact with the public; inner-office communications; communication equipment; trade volume.

d. Property or real estate holdings; buildings in which business is housed; tangible assets; hazards or improvements regarding the property.

e. Subsidiaries or branches of your company; advertising success(s); income from the capital; the place of deposited capital such as bank safes, vaults; conventions; workshops; seminars; social affairs and meeting planning.

f. Employees; inventories; utility bills; workers' performance while on the job; health policies; health insurance; circumstances around labor or union.

g. Employee spending and payroll; Sales volume; Best style for sales appeal; mergers; oppositions to growth; legal affairs and lawsuits.

h. Financial responsibilities; Insurances; Board of Directors; Company Losses and Debt; Frozen Assets; Net Earnings.

i. Audits, professional consultants, publications, long-distance affiliations (across country or across the sea); Advertising /Public Relations Department.

j. President, head of company, or CEO; Relations with government; public image.

k. Long-range goals of company; the treasury and its strength or weakness; legislation of the governing body; standing and referrals from community.

l. Research and Development; Confidentiality; Possible Hidden Saboteurs; Inefficiency; Effects of Litigation; Motivation behind company identity.

m. What are your top three concerns, listing the most important as #1:

1.

2.

3.