

**Business Valuation of Family LLC (or Partnership) with Marketable Securities: Initial Information Needs List**  
**(Needs to be Made Specific to Unique Issues of Actual Entity)**



**For Questions Regarding this List Contact:**  
**BANISTER FINANCIAL, INC.**  
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**Company:**

**Valuation Date (Value as of):**

1. Signed final copy of partnership or operating agreement and any amendments thereto. Copies of all Company minutes. Company articles of organization if LLC.
2. Ownership as of the valuation date, including designation of general and limited partners (or manager and non-manager members if an LLC).
3. Listing of all marketable securities as of the valuation date including the number of units, their value per share/unit (**if your securities are held in brokerage account ask for an “estate tax method of valuation” of assets as of the valuation date- this will meet both estate and gift related valuation needs- note- a normal monthly brokerage statement is NOT prepared on that basis**), cash and other assets held by the Company as of the valuation date.
4. Supporting documentation for any other assets in the partnership or LLC (real estate, privately-held company stock, partnership or LLC interests, bonds, notes, cash, etc.) as of the valuation date, including those shown on the balance sheet and those not shown on the balance sheet, as of the valuation date.
5. Detailed balance sheet of all assets and liabilities of the partnership or LLC as of the valuation date.
6. Supporting documentation for the cost basis for tax purposes of all assets of the LLC or partnership.
7. Supporting documentation and details regarding any liabilities in the partnership or LLC, including those shown on the balance sheet as well as any not shown on the balance sheet, as of the valuation date.
8. Details on any known plans to sell a significant portion of the marketable securities portfolio (aside from the buying and selling that comes with the normal ongoing management of the portfolio) or other assets of the partnership or LLC, either planned or being considered as of the valuation date.
9. Details on any known plans to acquire additional assets into the partnership or LLC.
10. Details on any plans or consideration being given to a liquidation of the partnership or LLC.
11. Historical tax returns (including all schedules and any amended returns) and financial statements for the partnership or LLC (five year history, if available).

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12. Does the partnership or LLC plan to pay any distribution? If so, how much will it be – 100% of distributable cash, enough just to cover taxes, etc? History of distributions for the last five years. Distribution policy?
13. Details on all past transactions in the interests of the partnership or LLC that occurred for consideration.
14. Any contingent or off-balance sheet assets or liabilities of any kind whatsoever at the valuation date, such as:
  - Pending or threatened lawsuits
  - Regulatory compliance requirements
  - Warranty/product liability
  - Hazardous waste or other environmental
  - ERISA claims or problems
  - OSHA problems
  - Letter of credit liabilities
  - Liens/judgments of any kind
  - Guarantees by Company of obligations
  - IRS audits, liens, payroll, sales or other tax liens
  - Off balance-sheet assets or liabilities
  - Any other material contingency or liability of any kind whatsoever.
15. Any factor of any kind that might have a material impact, positively or negatively, on the Company's financial or operating performance, or value.
16. Name and telephone number of a General Partner or Manager to be contacted by Banister Financial to follow up on questions about the partnership or LLC.
17. Name and telephone number of any portfolio or asset manager of the Company's securities.