

[Insert Date]

Prospect:

[Company name]
 [Address]
 [City, State, Zip]
 [Phone]
 [Fax]
 [Email]
 [Contact person]

[please try to keep responses to the space provided]

Date, Place & Type of Incorporation	
Capital Raised	
Sources of Funds	
Cash on Hand	
Financial Need	
Number of Employees	
Employer Identification No.	
SIC Code	

Business Description:

Industry:

Size:

Opportunity:

[global/domestic sales for most recent year]
 [what is the annual growth rate in the industry?]

Company History:

[Please provide a brief narrative description of your company's history including significant milestones. To the extent that they are available, please provide financial data at right.]

(in \$000s)	2002	2001	2000
Gross Revenue			
Sales Growth			
COGS			
Gross Profit			
Operating Expense			
EBIT			
Additional financial data for prior fiscal year only (in \$000s)			
Total Assets			
Shareholder Equity			
Net after-Tax Profit (Loss)			
Retained Earnings (Deficit)			
Tax data for prior fiscal year (in \$000s)			
	Federal	State	Local
Income			
Employee payroll withholdings			

Strategy:

Competition:

**Key
Alliances:**

**Competitive
Advantage:**

**Projection
Summary:**

(in \$000s)	Year 1	Year 2	Year 3	Year 4	Year 5
Sales					
Sales Growth					
COGS					
Gross Profit					
Operating Expense					
EBIT					

Management:

**Board of
Directors:****Professional
Advisors:**

[including but not limited to legal, accounting, and technical advisors]

Risks:**Exit
Strategies:**[if Adena Ventures invests in your company, how will we exit our investment?
Owner buyback? Merger/acquisition? Sale to third party? Initial public offering?]**Use of
Proceeds:**

Sources	Amount (in \$000s)	Uses
		Working capital or inventory purchase
		Plant modernization or leasehold improvement
		Acquisition of all of part of an existing business
		Consolidation of obligations
[New building or plant construction
		Acquisition of machinery or equipment
		Land acquisition or dwelling construction
		Marketing activities
		Research & development
		Other (please specify)

Note: Adena Ventures will be more interested in financing some of these categories than others.

**Operational
Assistance
Needs:**

Please provide a brief discussion of the types of operational assistance your company would like to receive – at no cost – that Adena Ventures and our strategic partners could provide. For guidance regarding these services, please refer to www.adenaventures.com

Examples of acceptable operational assistance include, but are not limited to:

- ?? writing or assisting in the preparation of business plan
- ?? legal assistance relating to business formation or reorganization (but not litigation)
- ?? recruitment of executives
- ?? creation of Internet capability
- ?? engineering or other technical services to create or enhance production or distribution of products or services

?? creation of customized accounting or information systems active participation in negotiation with financial institutions (but not negotiation relating to the sale of the business or a refinancing that would provide a basis for Recipient to exit its investment; and only if such activity conforms to the standards for conducting business with SBA, as outlined in 13 C.F.R. Part 103, if applicable

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