

INFORMATION REQUESTED FROM SELLER

1. Past three years of historical financial statements, including any proposed current or future year financial budgets, to include profit & loss statements.
2. A summary list of all members by type, including number of members per category, associated fees and revenues, initiation fees, transfer fees, food and beverage minimums, guest fees, locker rentals bag storage fees, tennis court fees, pool fees, and discounts, etc. Provide all collateral material, by-laws, rules and regulations, covenants, marketing plans, etc.
3. Provide membership documents including redemption (certificates) obligations, if applicable, along with a sample of the membership offering package.
4. A list of all fees for the golf operation, including green fees (by day, season, and volume/tournament), cart fees, range fees and typical service fees for tournaments, banquets, etc.
5. A summary of rounds played by month for the last three years with a breakdown of rounds by category, i.e. weekend, weekday, guest, tournament senior discount, complimentary, etc.
6. A list and description of contracts, leases, covenants, and/or restrictions, permits and licenses applicable to the golf operation. Including water and irrigation agreements.
7. A list of all equipment inventories, including notations for owned or leased equipment. Copy of all leases.
8. A summary list and copies of all current and prior year real and personal property tax bills.
9. A list of all advanced bookings for tournaments, banquets, and outings, functions, etc., including dates, anticipated number of participants and revenues.
10. A summary of all current and prior year utility costs, including electric, gas, oil, water, sewerage, etc., for the property. A list of utility providers with addresses.
11. A summary list of all employees, including titles, job descriptions, salaries, wages, and employee benefits, as well as any outstanding or current employer claims.
12. A list of all proposed capital improvements for the clubhouse, golf course, cart paths, irrigation system, etc., including cost estimates.
13. Copies of any/all environmental, engineering reports, surveys including fuel tanks, reports, asbestos analysis, etc. performed on the property.
14. Appraisals, legal descriptions, title report.
15. Survey and/or plat of property.
16. Copies of Leasehold Agreements, if applicable