



Johnson County Community College • Small Business Development Center  
12345 College Blvd., Overland Park, KS 66210-1299 • (913) 469-3878 • Fax (913) 469-2547

## Appointment Information Form

Your Name: \_\_\_\_\_

Date: \_\_\_\_\_

Your Address: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Email Address: \_\_\_\_\_

Business Name: (If finalized) \_\_\_\_\_

Phone Number:

Day: \_\_\_\_\_

Evening: \_\_\_\_\_

In order to make your upcoming counseling session more effective, please answer the following questions, to the best of your ability. There are **no** right or wrong answers.

**Note:** *All information provided to the KSBDC is confidential.*

**Describe your business idea in 25 words or less (please print or type):**

**What legal form of business organization do you intend to utilize?**

\_\_\_\_\_ Sole Proprietorship

\_\_\_\_\_ Partnership

\_\_\_\_\_ Corporation

\_\_\_\_\_ Subchapter S Corporation

\_\_\_\_\_ Limited Liability Company

\_\_\_\_\_ Limited Liability Partnership

\_\_\_\_\_ Unknown

**Why are you selecting this legal form of business organization?**

**List all products or services you plan to offer your customers:**

When do you plan to open your business? If an existing business, what was your start date?

Describe any experience you or other members of your management team have in operating a business:

Place a check mark in the blank which best describes you and key partners or managers in your company.

	Adequate Knowledge	Counseling Needed	Training Needed
Accounting and Bookkeeping			
Computer Experience			
Financial Management			
Marketing and Promotion			
Operations			
People Management			
Personnel Policies			
Planning			
Pricing			
Sales			
Taxes			
Other:			
Other:			

Describe your credit history (also indicate the credit history of any partners):

- Excellent  
 Good, past issues have been corrected.  
 Fair, I need to take care of some issues.  
 Poor  
 Don't Know

Have you obtained and reviewed your credit report recently? \_\_\_ No \_\_\_ Yes

Have you had a bankruptcy in the past 5 years? \_\_\_ No \_\_\_ Yes If yes, why?

Are other organizations or resources assisting you?

\_\_\_ No \_\_\_ Yes If yes, please list the other organizations or resources.

Will you need financing to start your business? \_\_\_ No \_\_\_ Yes

Please note, most lenders will require you contribute approximately 25-30% cash.