

***SHEFFLER & MARTIN, INC. DATA INFORMATION REQUEST FOR PROPOSAL***

**BASIC BUSINESS INFORMATION**

Business Name: \_\_\_\_\_

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

Phone number: (\_\_\_\_\_) \_\_\_\_\_ Fax number: (\_\_\_\_\_) \_\_\_\_\_

Business Form: \_\_\_\_\_ Corp \_\_\_\_\_ S Corp \_\_\_\_\_ Partner \_\_\_\_\_ LLC \_\_\_\_\_ LLP \_\_\_\_\_ Sole Proprietor

Date business started: \_\_\_\_\_ Fiscal year ends: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

Was there a predecessor entity: \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, when did it start? \_\_\_\_\_

Nature of income pattern:(i.e. steady, seasonal, varies, etc.) \_\_\_\_\_

Name of Principals	Ownership %	Position if employed in business
_____	_____	_____
_____	_____	_____
_____	_____	_____

**RELATED BUSINESS**

Do the principals own or control other businesses? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is this business affiliated with any other businesses? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is this business a subsidiary of any other business? \_\_\_\_\_ Yes \_\_\_\_\_ No

For any "yes" answers, please provide information, including business relationship and ownership percentages.

**PLAN DESIGN CONSIDERATIONS**

Has this business ever had a qualified plan? If yes, please provide details.

What is the motivation for this plan? Please number preference 1 to 4, with 1 being primary motivation.

\_\_\_\_\_ Retirement savings for principals

\_\_\_\_\_ Employee benefit

\_\_\_\_\_ Remain competitive with similar employers

\_\_\_\_\_ Other \_\_\_\_\_

**EMPLOYEE INFORMATION**

Please complete the attached employee census request. If you have this information in another format, you do not need to complete this form. We simply need the data.

For a Defined Benefit Plan illustration, please complete the **SALARY HISTORY** request.



## SALARY HISTORY

For a Defined Benefit Pension Plan illustration, complete the following for principals for the prior three years.

Name	Year	Salary or Schedule C income
Principal	_____	_____
	_____	_____
	_____	_____
Principal	_____	_____
	_____	_____
	_____	_____
Principal	_____	_____
	_____	_____
	_____	_____
Principal	_____	_____
	_____	_____
	_____	_____
Principal	_____	_____
	_____	_____
	_____	_____
Principal	_____	_____
	_____	_____
	_____	_____