



BTI GROUP
 595 MARKET STREET, SUITE 2410
 SAN FRANCISCO, CALIFORNIA 94105, USA

ATTENTION: Don Baum
 PHONE (415) 227-4411 x315
 FAX (415) 227-9422 (Attn: DBaum)

BUYER'S ACKNOWLEDGEMENT OF INTRODUCTION AND CONFIDENTIALITY AGREEMENT

The undersigned Buyer acknowledges being first introduced to and requests Confidential Information about the following business: **BTI Lisitng # SF9785 STAR-Certified North Bay Automotive Test and Repair Shop Business Opportunity** ("Business") by BTI Group ("BTI" or "Broker") or its agent. Such Confidential Information shall be provided to Buyer for the sole purpose of evaluating the possible purchase by Buyer of all or part of the stock or assets of the Business. As used in this agreement ("Agreement"), the term Buyer ("Buyer") applies to the undersigned and any partnership, corporation, individual, or other entity with which the undersigned is affiliated. Buyer agrees as follows:

- 1. **NON-DISCLOSURE OF INFORMATION:** Buyer acknowledges that the owner of the Business ("Seller") desires to maintain the confidentiality of the information disclosed. Buyer agrees not to disclose or permit access to any Confidential Information without the prior written consent of Seller to anyone other than Buyer's legal counsel, accountants, lenders, or other agents or advisors to whom disclosure or access is necessary for Buyer to evaluate the Business. Disclosure of Confidential Information shall be made to these parties only in connection with the potential acquisition of the Business, and then only if these parties understand and agree to maintain the confidentiality of such Confidential Information. Buyer shall be responsible for any breach of this Agreement by these parties, and neither Buyer nor these parties shall use or permit the use of Confidential Information in any manner whatsoever, except as may be required for Buyer to evaluate the Business or as may be required by legal process. If the Buyer does not purchase the Business, Buyer, at the close of negotiations, will destroy or return to BTI (at Seller's direction) all information provided to Buyer and will not retain any copy, reproduction, or record thereof.
- 2. **DEFINITION OF "CONFIDENTIAL INFORMATION":** The term "Confidential Information" shall mean all information including the fact that the Business is for sale, all financial, production, marketing and pricing information, business methods, business manuals, manufacturing procedures, correspondence, processes, data, contracts, customer lists, employee lists, and any other information whether written, oral, or otherwise made known to Buyer (a) from any inspection, examination, or other review of the books, records, assets, liabilities, processes, or production methods of Seller; (b) from communication with BTI, Seller, or Seller's directors, officers, employees, agents, suppliers, customers or representatives; (c) during visits to Seller's premises; or (d) through disclosure or discovery in any other manner. However, Confidential Information does not include any information which is readily available and known to the public.
- 3. **BUYER'S RESPONSIBILITY AND DISCLAIMER OF BTI GROUP'S LIABILITY:** BTI has received information about the Business from the Seller which may include, but is not limited to, tax returns, financial statements, equipment lists, and facility leases. Based on information provided by sellers, BTI has prepared a summary description of the business which may include a cash flow projection, an adjusted income statement, or a seller discretionary cash flow statement. Buyer understands that BTI does not audit or verify any information given to BTI or make any warranty or representation as to its accuracy or completeness, nor in any way guarantee future business performance. Buyer is solely responsible to examine and investigate the Business, its assets, liabilities, financial statements, tax returns, and any other facts which might influence Buyer's purchase decision or the price Buyer is willing to pay. Any decision by Buyer to purchase the Business shall be based solely on Buyer's own investigation and that of Buyer's legal, tax, and other advisors and not that of BTI.
- 4. **NON-CIRCUMVENTION AGREEMENT:** The Seller has entered into an agreement providing that Seller shall pay a fee to the listing broker if, during the term of that agreement or up to twenty-four months thereafter, the Business is transferred to a buyer introduced by BTI or a cooperating broker. Buyer shall conduct all inquiries into and discussions about the Business solely through BTI and shall not directly contact the Seller or the Seller's representatives. Should Buyer purchase all or part of the stock or assets of Business, acquire any interest in, or become affiliated in any capacity with Business without BTI's participation, or in any way interfere with BTI's right to a fee, Buyer shall be liable to BTI and any cooperating broker for such fee and any other damages including reasonable attorney's fees and costs. BTI may act as a dual agent for both Seller and Buyer.
- 5. **FURTHER TERMS:** Neither Buyer nor Buyer's agents will contact Seller's employees, customers, landlords, or suppliers, nor linger, or otherwise observe the Business, without Seller's consent. For three years, Buyer shall not directly or indirectly solicit for employment any employees of Seller. BTI may act as a dual agent representing both Buyer and Seller. Seller and Seller's successors are specifically intended to be beneficiaries of the duties and obligations of this Agreement and may prosecute any action at law or in equity necessary to enforce its terms and conditions as though a party hereto. This Agreement can only be modified in writing, signed by both BTI and Buyer. Waiver of any breach of this Agreement shall not be a waiver of any subsequent breach. This Agreement supersedes all prior understandings or agreements between the parties with respect to its subject matter. All parties to this agreement agree to mediate, in good faith, any dispute prior to initiating arbitration or litigation. The prevailing party in the event of arbitration or litigation shall be entitled to costs and reasonable attorney fees except that any party found in those proceedings to have failed to mediate in good faith shall not be entitled to attorney fees and costs. The venue for any action instituted to enforce any terms of the Agreement shall be in the county in which the listing office is located. This Agreement may be signed in counterparts and faxed and electronic signatures may be considered as originals. If Buyer is a corporation, partnership, or other such entity, the undersigned executes this Agreement on behalf of Buyer and warrants that he/she is duly authorized to do so. Buyer acknowledges receipt of a fully completed copy of this Agreement.

Signature	Date	Business Telephone	Fax
Name (Print)	Title	E-mail	
Company		Web Site URL	
Street Address	Home Telephone	Mobile Phone	
City, State, and Zip/Postal Code	Country		

RETURN TO: Donald Baum, BTI Group:
dbaum@business-team.com
 415-227-4411, ext. 315 / 415-227-9422 fax



Return to: Don Baum – BTI Group
 595 Market St, Suite 2410
 San Francisco, CA 94105
 T: 415-227-4411 x 315
 F: 415-227-9422 (Attn: DBaum)
 dbaum@business-team.com

CONFIDENTIAL INFORMATION FOR USE BY BUSINESS TEAM ONLY

Name: _____ Email: _____
 Home Address: _____ City: _____ State: _____ Zip: _____
 Business Phone: _____ Home Phone: _____ Private Fax: _____

BACKGROUND INFORMATION

Education: _____
 Degree(s): _____ College(s) _____
 Business Experience: _____ Sales _____ Manufacturing _____ Accounting
 (Check All That Apply) _____ Engineering _____ Finance _____ Service
 _____ Retail _____ Marketing _____ Distribution
 _____ Operations _____ Other (describe) _____

Industries: _____
 Positions: _____

Present Employer: _____ Position: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Salary: \$ _____

Is there another decision-maker or partner who will be involved in new business? If so, who, and what is relationship? _____

TYPE(S) OF BUSINESSES PREFERRED

- A) _____
- B) _____
- C) _____

Cash Flow/Income required per year: \$ _____ Amount Reserved for Down payment: \$ _____

Reasons for purchasing business: _____

I would like to purchase a business by: _____
 (Date)

CONFIDENTIAL INFORMATION FOR USE BY BUSINESS TEAM ONLY

Name: _____
Street: _____ City: _____ State: ___ Zip: _____
Home Phone: (____) _____ Cell: (____) _____ Business Phone: (____) _____

ASSETS

Cash on hand & in bank(s):
Bank Name #1: _____ \$ _____
Bank Name #2: _____ \$ _____
Bank Name #3: _____ \$ _____
U.S. Government Securities: _____ \$ _____
Accounts, Loans & Notes Receivable: _____ \$ _____
Cash Surrender Value Life Insurance: _____ \$ _____
Value of Business(es) Owned: _____ \$ _____
Other Stocks & Bonds: _____ \$ _____
Real Estate: _____ \$ _____
Automobiles: # _____ Value: _____ \$ _____
Household Furnishings and Personal Effects: _____ \$ _____
Other Assets (itemize): _____

_____ \$ _____
TOTAL ASSETS: \$ _____

LIABILITIES & NET WORTH

Notes Payable: _____ \$ _____
Liens on Real Estate: _____ \$ _____
Other Liabilities (itemize): _____

_____ \$ _____
TOTAL LIABILITIES: \$ _____
NET WORTH: \$ _____

SOURCE(S) OF INCOME

Salary: _____ \$ _____
Dividends & interest: _____ \$ _____
Bonus(es) & Commission(s): _____ \$ _____
Real Estate Income: _____ \$ _____
Other Income: _____ \$ _____
TOTAL INCOME: \$ _____

The undersigned certifies that this information was provided by him/her and is true and correct.

Signature: _____ Date: ____/____/____

Please sign and return all forms to Donald Baum: dbaum@business-team.com

Donald Baum
BTI Group – Business Team
595 Market St., Suite 2410
San Francisco, CA 94105
415-227-4411, ext. 315
Fax: 415-227-9422 (Attn: DBaum)