



1. Patient Fee Collections by Month—for the last 18 months, by Month
2. List of current employees, their job responsibilities, and their rate of pay
3. Current Fee Schedule by Dental Procedure
4. Fees by Provider (DDS/ DMD / RDH) for the 12 months ended December 31, 2019, 2018, 2017 and 2016
5. Depreciation Schedule - a listing of all of the Fixed Assets and what they are depreciating—as of December 31, 2019
6. Terms of the Lease, Monthly Amount? , Is it assignable? , Term of the lease >>when does it expire?
7. # of Active Patients within the Last 18 Months
8. # of New Patients, by Month, for the Last 18 Months
9. Payroll information (Annual W-2's) by Employee from ADP or Quickbooks through December 31, 2019, 2018, 2017 and 2016
10. Income Tax returns for the years ended December 31, 2019, 2018, 2017 and 2016
11. Copies of the existing Associate Contracts
12. Balance Sheet & Profit & Loss Statement for the year ended December 31, 2019, 2018 , 2017 and 2016
13. Account Receivables as of December 31, 2019
14. Current Employment Agreements for “Senior Partner and Junior Partner”
15. Current Shareholder Agreements for the “Senior Partner and Junior Partner”
16. Other- I may need some add'l info once this is produced, plus whatever else you can provide me that will help with this process.