

GRAND OPENING REQUIREMENT CHECK LIST

1. New Business Grand Opening Check List
2. SFS Administrative Form completely filled out
3. Business license
4. Drivers license for all owners
5. All Menus, preferably in electronic format.
6. Full copy of executed property lease
7. Full copy of executed liquor license (if applicable)
8. Full copy of executed franchise agreement (if applicable)
9. Pictures, preferably in electronic format, of these items:
 - a. Interior showing dining areas, bar, kitchen, bathrooms, etc.
 - b. A tight shot of front entry and signage.
 - c. Plus a distant shot of front and parking
10. Proof of restaurant experience in the form of a simple resume or letter
11. Business plan including financial projections preferred, but an informal document and/or spreadsheet file with business projections are acceptable
12. Purchase and sale agreement if the business or assets were purchased from a previous owner
13. Any additional information that you think will help us underwrite the deal
14. If location is already open, add these items:
 - a. All processing statements available since opening
 - b. Three most recent bank statements, when available

