

**COLLECTION INFORMATION STATEMENT - BUSINESS**

**Account Number:**

**All Real Property**

Real Property					CHECK ONE: Mortgage (M) / Land Contract (LC)	Current Market Value	Balance Owed	Lender Name, City, State
Description	City, State, ZIP		M	LC	County			

Name of Insured/Title	Insurance	Policy Number	Type	Face Amount	Available Loan Value

**Additional Information Regarding Financial Condition** (Court proceedings, bankruptcies filed or anticipated, transfers of assets for less than full value, changes in market conditions, etc., include information regarding company participation in trust, estates, profit sharing plans, etc. Please attach any copies of a DBA or Corporation filings as well as the most current Michigan Annual Report (MAR).)


**Bank Accounts (List all types of accounts including payroll and general, savings, certificates of deposit, etc.)**

Name of Institution	Address	Type of Account	Account Number	Balance
<b>Total</b>				➤

**Bank Credit Available (Lines of credit, etc.)**

Name of Institution	Address	Credit Limit	Amount Owed	Credit Available	Monthly Payments
<b>Totals</b>		➤			

**Safe Deposit Boxes Rented or Accessed (List all locations, box contents and numbers)**

Location	Contents	Box Number

<i>Description</i> (A)	<i>Equity in Asset</i> (B)	<b>ASSET AND LIABILITY ANALYSIS</b>					
		<i>Amount of Mo. Pymt</i> (C)	<i>Liabilities Bal. Due</i> (D)	<i>Current Mkt. Value</i> (E)	<i>Name &amp; Address of Lien/Note Holder/Obligee</i> (F)	<i>Date Pledge</i> (G)	<i>Date of Final Pymt</i> (H)
Cash on Hand							
Bank Accounts							
Other							
Accounts/Notes Receivable: (Include loans to stockholders, officers, partners, etc.)							
1.							
2.							
Life Insurance Loan Value							
Real Property List Below							
1.							
2.							
Vehicles (Model, Year, & License) List Below							
1.							
2.							
3.							
Machinery & Equipment (Specify) List Below							
1.							
2.							
3.							
Merchandise Inventory (Specify) List Below							
1.							
2.							
Other Assets (Specify) List Below							
1.							
2.							
<b>Total of Equity in Asset (Col. B)</b> ➤							
Current Liabilities:							
1. Account Receivable							
2. Bank Receivable							
3. Notes Receivable							
4. Judgments							
5. Other							
Federal and State Taxes Owed							
<b>Total of Amount of Monthly Payment (Col. C)</b> ➤							

**INCOME AND EXPENSE ANALYSIS**

**Account Number:** \_\_\_\_\_

The following information applies to income and expenses during your last fiscal quarter

\_\_\_\_\_ to \_\_\_\_\_.

Accounting method used \_\_\_\_\_.

**INCOME**

- 1. Gross receipts from sales, services, etc. . . . . 1. \_\_\_\_\_
- 2. Gross rental income . . . . . 2. \_\_\_\_\_
- 3. Interest . . . . . 3. \_\_\_\_\_
- 4. Dividends . . . . . 4. \_\_\_\_\_
- 5. Vendor payments from the State of Michigan . . . . . 5. \_\_\_\_\_
- 6. Other Income: List Below
  - a. \_\_\_\_\_ \$ \_\_\_\_\_
  - b. \_\_\_\_\_ \$ \_\_\_\_\_
  - c. \_\_\_\_\_ \$ \_\_\_\_\_
  - Total of other income (lines 6a, 6b and 6c) . . . . . 6. \_\_\_\_\_
- 7. Total of income (LINES 1 THROUGH 6) . . . . . 7. \_\_\_\_\_

**EXPENSE**

- 8. Materials purchased . . . . . 8. \_\_\_\_\_
- 9. Net wages and salaries . . . . . 9. \_\_\_\_\_
- 10. Rent . . . . . 10. \_\_\_\_\_
- 11. Supplies . . . . . 11. \_\_\_\_\_
- 12. Utilities/Telephone . . . . . 12. \_\_\_\_\_
- 13. Gasoline/Oil . . . . . 13. \_\_\_\_\_
- 14. Repairs and maintenance . . . . . 14. \_\_\_\_\_
- 15. Insurance . . . . . 15. \_\_\_\_\_
- 16. Current taxes . . . . . 16. \_\_\_\_\_
- 17. Other expense: list below
  - a. \_\_\_\_\_ \$ \_\_\_\_\_
  - b. \_\_\_\_\_ \$ \_\_\_\_\_
  - c. \_\_\_\_\_ \$ \_\_\_\_\_
  - d. \_\_\_\_\_ \$ \_\_\_\_\_
  - e. \_\_\_\_\_ \$ \_\_\_\_\_
  - Total of other income lines (17a through 17e) . . . . . 17. \_\_\_\_\_
- 18. Difference - Income less expense (SUBTRACT LINE 17 FROM LINE 7) . . . . . 18. \_\_\_\_\_

**MAIL THIS COMPLETED AND SIGNED FORM WITH PAYMENT (PAYABLE TO STATE OF MICHIGAN - COLLECTION DIVISION) TO: MICHIGAN DEPARTMENT OF TREASURY, PO BOX \_\_\_\_\_, LANSING, MICHIGAN \_\_\_\_\_**

<b>AFFIDAVIT:</b> <i>Under penalty of perjury, I declare that to the best of my knowledge, the information provided on this statement is true, correct and complete. I hereby authorize the State of Michigan, Treasury Department, to have access to my credit report.</i>			
Signature	Date	Signature	Date