

Appraisal Questionnaire – Petroleum Properties

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Instructions: One **questionnaire** must be filled in for each property being utilized for collateral. Please fill in the blanks. If you cannot answer a question, please try to provide the name and telephone number of someone who would have the information. If there are any questions, regarding this form or the inspection process, please contact PetroMAC inc at (202)478-0230.. When completed please send the questionnaire along with attachments to PetroMAC, Inc. at the above address.

Section I - Location

Store #	<input type="text"/>	Brand Name	<input type="text"/>				
Store Address:	<input type="text"/>						
City	<input type="text"/>	County	<input type="text"/>	State	<input type="text"/>	Zip	<input type="text"/>

Who to Contact for a Site Inspection:	<input type="text"/>
Inspection Contact Phone Number:	(<input type="text"/>) - <input type="text"/>

Current Owner/Seller:	<input type="text"/>		
Buyer (if applicable):	<input type="text"/>		
Sale Price (if applicable):	<input type="text"/>	Attach Pending Contract	
Proposed Renovation Costs: (if appl.)	<input type="text"/>		
If Owned in Fee – When Was it Purchased	<input type="text"/>	Price	<input type="text"/>
If Leased – When Was it Leased	<input type="text"/>	Current Lease Payments	<input type="text"/>

If Leased – Please attach a Copy of the Lease to this Questionnaire

Section II - Method of operation.

What type of operation do you have? (Please check one)

- Lessee/Dealer
- Open Dealer
- Jobber/Distributor
- Commission Operator
- Other – Explain _____

How many locations do you own or operate? _____

How is gasoline supplied?

- Direct from Oil Company
- Through a jobber
- Commissioned Agents
- Other – Explain _____

What price do you pay for your fuel?

- Dealer tank wagon.
- Wholesale/jobber – Which Rack _____
- Commission or Split _____
- Other – Explain _____

Store Operation

Are you open 24 hours – if not what are the hours of operation. _____

Section III - Neighborhood Data and Trends

What factors have influenced the volume at your store and the profitability over the last three years – give the approximate dates. Road changes or construction, new competition or loss of competition, new business in the area or the loss of existing businesses, increase or decrease in traffic, population gain or loss, etc.

How is your local trade area changing and why. Are there any planned road changes? What is the 5 year outlook.

Section IV - Attachments

The following information is to be attached to this questionnaire:

- 1.) **Legal Description** and/or a copy of the last **Deed** or current contract on the property.
- 2.) **Site Plan** - including property dimensions and improvement detail.
- 3.) If the existing improvements are to be **expanded, remodeled or rehabed** include a description of the proposed improvements and the cost - along with bids and invoices, if available.
- 4.) If **new equipment** (c-store, petroleum or car wash) is to be added - provide a detailed list along with bids and invoices.
- 5.) If the property being appraised is on **leased land and/or if there is a tenant** then a copy of the **lease(s)** must be attached to this questionnaire.
- 6.) If the subject facility is going to be a new “ground up” construction, the following information is necessary before the appraisal can be completed:

Site Plan with all dimensions
Building and canopy sizes and bid detail
Site preparation cost estimates
Equipment lists and/or bid details on the following:
Petroleum
Car Wash
C-store
QSR
Total Cost Estimates

All information requested must be provided before the appraisal process will commence.

Section V - Property Sales History/Projections – (Check line that applies)

 Existing Facility Sales History

 Existing Facility with Major Renovations – Sales History and Projections

 New Facility Projections

Year	Gas - Gallons Pool Margin	Diesel Gallons Margin	C-Store Sales \$ G/P Margin	QSR Sales \$ G/P Margin	Car Wash Sales \$ Margin	Other Sales \$ G/P Margin
2003						
Margin						
2004						
Margin						
2005 YTD						
Margin						
1 st Yr Proj.						
Margin						
2 nd Yr Proj.						
Margin						
3 rd Yr Proj.						
Margin						

Please provide date installed and any comments for the following (as applicable):

Building	_____
Canopy	_____
Car Wash Building	_____
Car Wash Equipment	_____
Fuel Dispensers	_____
Site Asphalt	_____
Site Concrete	_____

Section VIII – Site Specific Information

If there are any unusual circumstances which effect the Store’s business and profitably they should be listed here or attached on a separate piece of paper – such as: Area of restricted zoning or a zoning moratorium on petroleum facilities, increasing competition in the area – lack of competition in the area, your market share, unusually high or low margins – and reasons for the same, changes in the neighborhood or changes in the streets and highways in the area, etc. If you have a plan for future physical changes in the property or change in the way it is operated – please explain the change and the effect on the profitability of the store.

Comments: _____

***** All information requested must be provided before the appraisal process will commence. We will not schedule the inspection of your property until the information is received.**