

# Prospective Business Partner Questionnaire

Please return completed questionnaire to the U.S. company representative.

## General Information for the Foreign Buyer

Company name: \_\_\_\_\_  
Company address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Website: \_\_\_\_\_  
LinkedIn: \_\_\_\_\_  
Facebook: \_\_\_\_\_  
Instagram: \_\_\_\_\_  
Tik Tok: \_\_\_\_\_  
Date: \_\_\_\_\_

## Foreign Company Organization:

Sole Proprietorship \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_  
Limited Liability \_\_\_\_\_ Other \_\_\_\_\_

Date organized/founded \_\_\_\_\_

Principal officers or owners:

1) Name: _____ Title: _____ Home Address: _____ _____ Home Phone: _____ E-Mail: _____	2) Name: _____ Title: _____ Home Address: _____ _____ Home Phone: _____ E-Mail: _____
3) Name: _____ Title: _____ Home Address: _____ _____ Home Phone: _____ E-Mail: _____	4) Name: _____ Title: _____ Home Address: _____ _____ Home Phone: _____ E-Mail: _____

Is this a registered corporation? Name city and state.

\_\_\_\_\_

List the Board of Directors

\_\_\_\_\_

If your company is a subsidiary, list the name and address of parent company:

\_\_\_\_\_

Describe your company's products and services, major business activities: \_\_\_\_\_

\_\_\_\_\_

Describe your product HTS code: \_\_\_\_\_

List all your company's branch offices and/or representatives: \_\_\_\_\_

Please identify the individual (s) in your company responsible for sales, service, and administration:

Sales: \_\_\_\_\_  
Email: \_\_\_\_\_, WhatsApp: \_\_\_\_\_

Service: \_\_\_\_\_  
Email: \_\_\_\_\_, WhatsApp: \_\_\_\_\_

Administration: \_\_\_\_\_  
Email: \_\_\_\_\_, WhatsApp: \_\_\_\_\_

**FOREIGN COMPANY FINANCIAL INFORMATION**

Sales for last year: \_\_\_\_\_

Sales for current year: \_\_\_\_\_

Sales forecast for next year: \_\_\_\_\_

Your company's paid-in capital: \_\_\_\_\_

Bank name and complete address: \_\_\_\_\_

Business references (If you do business in the U.S.A., references would be appreciated), if not, give us 3 business references including names, address, email, and person to contact:

a) \_\_\_\_\_

b) \_\_\_\_\_

c) \_\_\_\_\_

Bank References (U.S. bank references would be appreciated if you already do business in the U.S.), if not, mention your bank, including names, address, email and person to contact;

a)\_ Bank#1: \_\_\_\_\_

b)\_ Bank #2: \_\_\_\_\_

c)\_ Bank #3: \_\_\_\_\_

Please attach current financial statement and/or annual report.

Names of U.S. companies you already represent in your country.

Name of shows you attend in the U.S.A.