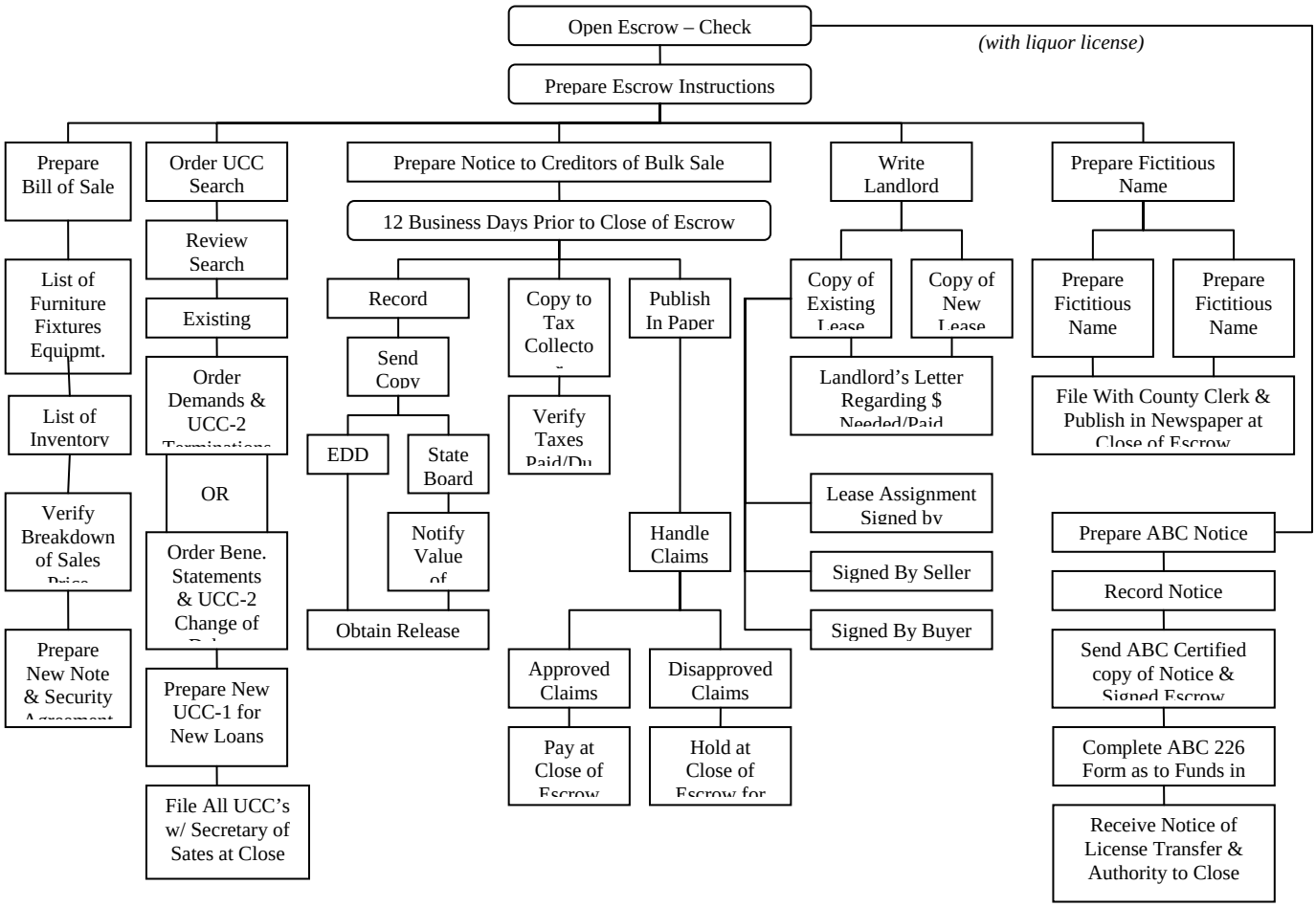
Open Escrow – Check
(with liquor license)
Prepare Escrow Instructions
Prepare Bill of Sale
List of Furniture Fixtures Equipmt.
List of Inventory
Verify Breakdown of Sales
Prepare New Note & Security
Order UCC Search
Review Search
Existing
Order Demands & UCC-2
OR
Order Bene. Statements & UCC-2 Change of
Prepare New UCC-1 for New Loans
File All UCC's w/ Secretary of Sates at Close
Prepare Notice to Creditors of Bulk Sale
12 Business Days Prior to Close of Escrow
Record
Send Copy
EDD
State Board
Notify Value
Obtain Release
Copy to Tax Collecto
Verify Taxes Paid/Du
Publish In Paper
Handle Claims
Approved Claims
Disapproved Claims
Pay at Close of Escrow
Hold at Close of Escrow for
Write Landlord
Copy of Existing Lease
Copy of New Lease
Landlord's Letter Regarding $ Needed/Paid
Lease Assignment Signed by
Signed By Seller
Signed By Buyer
Prepare Fictitious Name
Prepare Fictitious Name
Prepare Fictitious Name
File With County Clerk & Publish in Newspaper at Close of Escrow
Prepare ABC Notice
Record Notice
Send ABC Certified copy of Notice & Signed Escrow
Complete ABC 226 Form as to Funds in
Receive Notice of License Transfer & Authority to Close