

Welcome to the 2016 Annual Survey of Entrepreneurs

DO NOT use this worksheet to respond to the survey, it is intended to assist you with gathering and preparing your data prior to reporting online. Please view the online report for specific instructions.

Return to <https://econhelp.census.gov/ase> when you are ready to report online.

CONTACT INFORMATION

Please enter the first and last name of the person who is filling out this survey. We request a telephone number so we can contact you if there is a question.

Contact Name:

Phone:

Ext:

Email:

NUMBER OF OWNERS

In 2016, how many people owned this business?

- Do not combine two or more owners to create one owner.
- Count spouses and partners as separate owners.
 - 1 person – Skip to Business - 10 % or More Ownership
 - 2 people – Skip to Business - 10 % or More Ownership
 - 3 people – Skip to Business - 10 % or More Ownership
 - 4 people – Skip to Business - 10 % or More Ownership
 - 5-10 people – Skip to Business - 10 % or More Ownership
 - 11 or more people
- Business is owned by a parent company, estate, trust, or other entity
- Don't know

BUSINESS OWNERSHIP - GOVERNMENT OR TRIBAL ENTITY

In 2016, was this business owned by a government or tribal entity?

Yes

No

BUSINESS - 10% or MORE OWNERSHIP

In 2016, did at least one **person** own 10% or more of this business? (Do not count parent companies, estates, trusts or other entities.)

Yes

No – Select “No” **ONLY** if no person owned 10% or more of this business.

PERCENT OWNERSHIP

For the person(s) owning the largest percentage(s) in this business in 2016, please list the percentage owned by each person and his or her name.

- **Do not report** percentages owned by parent companies, estates, trusts, or other entities.
- If more than 4 people owned this business equally, select any 4 people.
- Round percentages to whole numbers. For example, report 1/3 ownership as 33%.
- If there is no owner, please report 0%.

	Percentage Owned (Estimates are acceptable)	Name of Person
Owner 1:		
Owner 2:		
Owner 3:		
Owner 4:		

OWNER 1 – If applicable, if not skip to page 18

INITIAL ACQUISITION

How did *Owner 1* initially acquire ownership of this business? **Select all that apply.**

- Founded or started
- Purchased
- Inherited
- Received transfer of ownership or gift

INITIAL ACQUISITION YEAR

In what year did *Owner 1* initially acquire ownership of this business?

- Year
- Don't Know

JOB FUNCTION(S)

In 2016, which of the following were *Owner 1*'s function(s) in this business? **Select all that apply.**

- Managing day-to-day operations
- Providing services and/or producing goods
- Financial control with the authority to sign loans, leases, and contracts
- None of these functions

AVERAGE NUMBER OF HOURS WORKED

In 2016, what was the average number of hours per week that *Owner 1* spent managing or working in this business?

- | | |
|--------------------|------------------|
| None | 40 hours |
| Less than 20 hours | 41-59 hours |
| 20-39 hours | 60 hours or more |

PRIMARY INCOME SOURCE

In 2016, did this business provide *Owner 1*'s primary source of personal income?

- Yes
- No

PRIOR BUSINESS OWNERSHIP

Prior to establishing, purchasing, or acquiring this business, how many previous businesses has *Owner 1* owned?

- 0
- 1
- 2
- 3
- 4
- 5 or more

EDUCATION PRIOR TO OWNING THE BUSINESS

What was the highest degree or level of school *Owner 1* completed **prior to** establishing, purchasing, or acquiring this business?

- Less than high school graduate
- High school graduate - Diploma or GED
- Technical, trade, or vocational school
- Some college, but no degree
- Associate Degree
- Bachelor’s Degree
- Master’s, Doctorate, or Professional Degree

FIELD OF HIGHEST DEGREE PRIOR TO OWNING THE BUSINESS

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 1*? **Select all that apply.**

- Agriculture, Environmental and Related
- Architecture and Building
- Business or Finance
- Education
- Engineering and Related Technologies
- Food or Hospitality
- Health, Medicine or Pharmacy
- Humanities or Arts
- Information Technology or Computer Science
- Law or Legal Studies
- Mathematics, Economics, or Statistics
- Natural and Physical Sciences
- Social Sciences
- Other (Specify) ↗

No Bachelor’s, Master’s, Doctorate, or Professional Degree
 Don’t know

SEX

What is the sex of *Owner 1*?

- Male
- Female

AGE

What was the age of *Owner 1* as of December 31, 2016?

- | | |
|----------|------------|
| Under 25 | 45-54 |
| 25-34 | 55-64 |
| 35-44 | 65 or over |

U.S. CITIZENSHIP

Was *Owner 1* born a citizen of the United States?

- Yes
- No

ETHNICITY

Is *Owner 1* of Hispanic, Latino, or Spanish origin?

No, not of Hispanic, Latino, or Spanish origin

Yes, Mexican, Mexican American, Chicano

Yes, Puerto Rican

Yes, Cuban

Yes, another Hispanic, Latino, or Spanish origin - *Enter origin, for example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↴

RACE

What is *Owner 1's* race? **Select all that apply.** (For this survey, Hispanic origins are not races.)

White

Black or African American

American Indian or Alaska Native - *Enter name of enrolled or principal tribe.* ↴

Asian Indian

Japanese

Native Hawaiian

Chinese

Korean

Guamanian or Chamorro

Filipino

Vietnamese

Samoan

Other Asian - *Enter race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↴

Other Pacific Islander - *Enter race, for example, Fijian, Tongan, and so on.* ↴

Some other race - *Enter race.* ↴

MILITARY SERVICE

Has *Owner 1* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

Yes

No – Skip to Reasons for Owning the Business

(If yes) Do any of the following characteristics describe *Owner 1's* military service? **Select all that apply.**

Served on active duty military service, not including training for the Reserves or National Guard

Disabled as the result of illness or injury incurred or aggravated during military service

Served on active duty military service after September 11, 2001

Served on active duty military service in 2016

Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2016

None of the above

REASONS FOR OWNING THE BUSINESS

How important to *Owner 1* are each of the following reasons for owning this business? **Select one for each row.**

	Not	Somewhat	Very
	Important	Important	Important

Wanted to be my own boss

Flexible hours

Balance work and family

Opportunity for greater income/Wanted to build wealth

Best avenue for my ideas/goods/services

Couldn't find a job/Unable to find employment

Working for someone else didn't appeal to me

Always wanted to start my own business

An entrepreneurial friend or family member was a role model

Other (Specify) ↙

OWNER 2 - If applicable, if not skip to page 18

INITIAL ACQUISITION

How did *Owner 2* initially acquire ownership of this business? **Select all that apply.**

- Founded or started
- Purchased
- Inherited
- Received transfer of ownership or gift

INITIAL ACQUISITION YEAR

In what year did *Owner 2* initially acquire ownership of this business?

- Year
- Don't Know

JOB FUNCTION(S)

In 2016, which of the following were *Owner 2's* function(s) in this business? **Select all that apply.**

- Managing day-to-day operations
- Providing services and/or producing goods
- Financial control with the authority to sign loans, leases, and contracts
- None of these functions

AVERAGE NUMBER OF HOURS WORKED

In 2016, what was the average number of hours per week that *Owner 2* spent managing or working in this business?

- | | |
|--------------------|------------------|
| None | 40 hours |
| Less than 20 hours | 41-59 hours |
| 20-39 hours | 60 hours or more |

PRIMARY INCOME SOURCE

In 2016, did this business provide *Owner 2's* primary source of personal income?

- Yes
- No

PRIOR BUSINESS OWNERSHIP

Prior to establishing, purchasing, or acquiring this business, how many previous businesses has *Owner 2* owned?

- 0
- 1
- 2
- 3
- 4
- 5 or more

EDUCATION PRIOR TO OWNING THE BUSINESS

What was the highest degree or level of school *Owner 2* completed **prior to** establishing, purchasing, or acquiring this business?

- Less than high school graduate
- High school graduate- Diploma or GED
- Technical, trade, or vocational school
- Some college, but no degree
- Associate Degree
- Bachelor’s Degree
- Master’s, Doctorate, or Professional Degree

FIELD OF HIGHEST DEGREE PRIOR TO OWNING THE BUSINESS

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 2*? **Select all that apply.**

- Agriculture, Environmental and Related
- Architecture and Building
- Business or Finance
- Education
- Engineering and Related Technologies
- Food or Hospitality
- Health, Medicine or Pharmacy
- Humanities or Arts
- Information Technology or Computer Science
- Law or Legal Studies
- Mathematics, Economics, or Statistics
- Natural and Physical Sciences
- Social Sciences
- Other (Specify) 

No Bachelor’s, Master’s, Doctorate, or Professional Degree
 Don’t know

SEX

What is the sex of *Owner 2*?

- Male
- Female

AGE

What was the age of *Owner 2* as of December 31, 2016?

- | | |
|----------|------------|
| Under 25 | 45-54 |
| 25-34 | 55-64 |
| 35-44 | 65 or over |

U.S. CITIZENSHIP

Was *Owner 2* born a citizen of the United States?

- Yes
- No

ETHNICITY

Is *Owner 2* of Hispanic, Latino, or Spanish origin?

No, not of Hispanic, Latino, or Spanish origin

Yes, Mexican, Mexican American, Chicano

Yes, Puerto Rican

Yes, Cuban

Yes, another Hispanic, Latino, or Spanish origin- *Enter origin, for example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↴

RACE

What is *Owner 2's* race? **Select all that apply.** (For this survey, Hispanic origins are not races.)

White

Black or African American

American Indian or Alaska Native - *Enter name of enrolled or principal tribe.* ↴

Asian Indian

Japanese

Native Hawaiian

Chinese

Korean

Guamanian or Chamorro

Filipino

Vietnamese

Samoan

Other Asian - *Enter race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↴

Other Pacific Islander - *Enter race, for example, Fijian, Tongan, and so on.* ↴

Some other race - *Enter race.* ↴

MILITARY SERVICE

Has *Owner 2* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

Yes

No – Skip to Reasons for Owning the Business

(If yes) Do any of the following characteristics describe *Owner 2's* military service? **Select all that apply.**

Served on active duty military service, not including training for the Reserves or National Guard

Disabled as the result of illness or injury incurred or aggravated during military service

Served on active duty military service after September 11, 2001

Served on active duty military service in 2016

Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2016

None of the above

REASONS FOR OWNING THE BUSINESS

How important to *Owner 2* are each of the following reasons for owning this business? **Select one for each row.**

	Not	Somewhat	Very
	Important	Important	Important

Wanted to be my own boss

Flexible hours

Balance work and family

Opportunity for greater income/Wanted to build wealth

Best avenue for my ideas/goods/services

Couldn't find a job/Unable to find employment

Working for someone else didn't appeal to me

Always wanted to start my own business

An entrepreneurial friend or family member was a role model

Other (Specify) 

OWNER 3 - If applicable, if not skip to page 18

INITIAL ACQUISITION

How did *Owner 3* initially acquire ownership of this business? **Select all that apply.**

- Founded or started
- Purchased
- Inherited
- Received transfer of ownership or gift

INITIAL ACQUISITION YEAR

In what year did *Owner 3* initially acquire ownership of this business?

- Year
- Don't Know

JOB FUNCTION(S)

In 2016, which of the following were *Owner 3's* function(s) in this business? **Select all that apply.**

- Managing day-to-day operations
- Providing services and/or producing goods
- Financial control with the authority to sign loans, leases, and contracts
- None of these functions

AVERAGE NUMBER OF HOURS WORKED

In 2016, what was the average number of hours per week that *Owner 3* spent managing or working in this business?

- | | |
|--------------------|------------------|
| None | 40 hours |
| Less than 20 hours | 41-59 hours |
| 20-39 hours | 60 hours or more |

PRIMARY INCOME SOURCE

In 2016, did this business provide *Owner 3's* primary source of personal income?

- Yes
- No

PRIOR BUSINESS OWNERSHIP

Prior to establishing, purchasing, or acquiring this business, how many previous businesses has *Owner 3* owned?

- 0
- 1
- 2
- 3
- 4
- 5 or more

EDUCATION PRIOR TO OWNING THE BUSINESS

What was the highest degree or level of school *Owner 3* completed **prior to** establishing, purchasing, or acquiring this business?

- Less than high school graduate
- High school graduate - Diploma or GED
- Technical, trade, or vocational school
- Some college, but no degree
- Associate Degree
- Bachelor’s Degree
- Master’s, Doctorate, or Professional Degree

FIELD OF HIGHEST DEGREE PRIOR TO OWNING THE BUSINESS

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 3*? **Select all that apply.**

- Agriculture, Environmental and Related
- Architecture and Building
- Business or Finance
- Education
- Engineering and Related Technologies
- Food or Hospitality
- Health, Medicine or Pharmacy
- Humanities or Arts
- Information Technology or Computer Science
- Law or Legal Studies
- Mathematics, Economics, or Statistics
- Natural and Physical Sciences
- Social Sciences
- Other (Specify) ↗

No Bachelor’s, Master’s, Doctorate, or Professional Degree
 Don’t know

SEX

What is the sex of *Owner 3*?

- Male
- Female

AGE

What was the age of *Owner 3* as of December 31, 2016?

- | | |
|----------|------------|
| Under 25 | 45-54 |
| 25-34 | 55-64 |
| 35-44 | 65 or over |

U.S. CITIZENSHIP

Was *Owner 3* born a citizen of the United States?

- Yes
- No

ETHNICITY

Is *Owner 3* of Hispanic, Latino, or Spanish origin?

No, not of Hispanic, Latino, or Spanish origin

Yes, Mexican, Mexican American, Chicano

Yes, Puerto Rican

Yes, Cuban

Yes, another Hispanic, Latino, or Spanish origin - *Enter origin, for example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↗

RACE

What is *Owner 3's* race? **Select all that apply.** (For this survey, Hispanic origins are not races.)

White

Black or African American

American Indian or Alaska Native - *Enter name of enrolled or principal tribe.* ↗

Asian Indian

Japanese

Native Hawaiian

Chinese

Korean

Guamanian or Chamorro

Filipino

Vietnamese

Samoan

Other Asian - *Enter race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↗

Other Pacific Islander - *Enter race, for example, Fijian, Tongan, and so on.* ↗

Some other race - *Enter race.* ↗

MILITARY SERVICE

Has *Owner 3* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

Yes

No – Skip to Reasons for Owning the Business

(If yes) Do any of the following characteristics describe *Owner 3's* military service? **Select all that apply.**

Served on active duty military service, not including training for the Reserves or National Guard

Disabled as the result of illness or injury incurred or aggravated during military service

Served on active duty military service after September 11, 2001

Served on active duty military service in 2016

Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2016

None of the above

REASONS FOR OWNING THE BUSINESS

How important to *Owner 3* are each of the following reasons for owning this business? **Select one for each row.**

	Not Important	Somewhat Important	Very Important
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Wanted to be my own boss

Flexible hours

Balance work and family

Opportunity for greater income/Wanted to build wealth

Best avenue for my ideas/goods/services

Couldn't find a job/Unable to find employment

Working for someone else didn't appeal to me

Always wanted to start my own business

An entrepreneurial friend or family member was a role model

Other (Specify) ↗

OWNER 4 - If applicable, if not skip to page 18

INITIAL ACQUISITION

How did *Owner 4* initially acquire ownership of this business? **Select all that apply.**

- Founded or started
- Purchased
- Inherited
- Received transfer of ownership or gift

INITIAL ACQUISITION YEAR

In what year did *Owner 4* initially acquire ownership of this business?

- Year
- Don't Know

JOB FUNCTION(S)

In 2016, which of the following were *Owner 4's* function(s) in this business? **Select all that apply.**

- Managing day-to-day operations
- Providing services and/or producing goods
- Financial control with the authority to sign loans, leases, and contracts
- None of these functions

AVERAGE NUMBER OF HOURS WORKED

In 2016, what was the average number of hours per week that *Owner 4* spent managing or working in this business?

- | | |
|--------------------|------------------|
| None | 40 hours |
| Less than 20 hours | 41-59 hours |
| 20-39 hours | 60 hours or more |

PRIMARY INCOME SOURCE

In 2016, did this business provide *Owner 4's* primary source of personal income?

- Yes
- No

PRIOR BUSINESS OWNERSHIP

Prior to establishing, purchasing, or acquiring this business, how many previous businesses has *Owner 4* owned?

- 0
- 1
- 2
- 3
- 4
- 5 or more

EDUCATION PRIOR TO OWNING THE BUSINESS

What was the highest degree or level of school *Owner 4* completed **prior to** establishing, purchasing, or acquiring this business?

- Less than high school graduate
- High school graduate - Diploma or GED
- Technical, trade, or vocational school
- Some college, but no degree
- Associate Degree
- Bachelor’s Degree
- Master’s, Doctorate, or Professional Degree

FIELD OF HIGHEST DEGREE PRIOR TO OWNING THE BUSINESS

Prior to establishing, purchasing, or acquiring this business, what was the field of the highest degree completed for *Owner 4*? **Select all that apply.**

- Agriculture, Environmental and Related
- Architecture and Building
- Business or Finance
- Education
- Engineering and Related Technologies
- Food or Hospitality
- Health, Medicine or Pharmacy
- Humanities or Arts
- Information Technology or Computer Science
- Law or Legal Studies
- Mathematics, Economics, or Statistics
- Natural and Physical Sciences
- Social Sciences
- Other (Specify) ↗

No Bachelor’s, Master’s, Doctorate, or Professional Degree
 Don’t know

SEX

What is the sex of *Owner 4*?

- Male
- Female

AGE

What was the age of *Owner 4* as of December 31, 2016?

- | | |
|----------|------------|
| Under 25 | 45-54 |
| 25-34 | 55-64 |
| 35-44 | 65 or over |

U.S. CITIZENSHIP

Was *Owner 4* born a citizen of the United States?

- Yes
- No

ETHNICITY

Is *Owner 4* of Hispanic, Latino, or Spanish origin?

No, not of Hispanic, Latino, or Spanish origin

Yes, Mexican, Mexican American, Chicano

Yes, Puerto Rican

Yes, Cuban

Yes, another Hispanic, Latino, or Spanish origin - *Enter origin, for example, Argentinean, Colombian, Dominican, Nicaraguan, Salvadoran, Spaniard, and so on.* ↗

RACE

What is *Owner 4's* race? **Select all that apply.** (For this survey, Hispanic origins are not races.)

White

Black or African American

American Indian or Alaska Native - *Enter name of enrolled or principal tribe.* ↗

Asian Indian

Japanese

Native Hawaiian

Chinese

Korean

Guamanian or Chamorro

Filipino

Vietnamese

Samoan

Other Asian - *Enter race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on.* ↗

Other Pacific Islander - *Enter race, for example, Fijian, Tongan, and so on.* ↗

Some other race - *Enter race.* ↗

MILITARY SERVICE

Has *Owner 4* ever served in any branch of the U.S. Armed Forces, including the Coast Guard, the National Guard, or a Reserve component of any service branch?

Yes

No – Skip to Reasons for Owning the Business

(If yes) Do any of the following characteristics describe *Owner 4's* military service? **Select all that apply.**

Served on active duty military service, not including training for the Reserves or National Guard

Disabled as the result of illness or injury incurred or aggravated during military service

Served on active duty military service after September 11, 2001

Served on active duty military service in 2016

Served in the National Guard or as a reservist of any branch of the U.S. Armed Forces in 2016

None of the above

REASONS FOR OWNING THE BUSINESS

How important to *Owner 4* are each of the following reasons for owning this business? **Select one for each row.**

	Not	Somewhat	Very
	Important	Important	Important

Wanted to be my own boss

Flexible hours

Balance work and family

Opportunity for greater income/Wanted to build wealth

Best avenue for my ideas/goods/services

Couldn't find a job/Unable to find employment

Working for someone else didn't appeal to me

Always wanted to start my own business

An entrepreneurial friend or family member was a role model

Other (Specify) 

Business Specific Questions

The next questions apply to the entire business and only require one response from the respondent regardless of how many owners were entered.

ONE FAMILY MAJORITY OWNERSHIP

In 2016, did **two or more members of one family own the majority** of this business? (Family refers to spouses/unmarried partners, parents/guardians, children, siblings, or close relatives.)

Yes

No

JOINT OWNERSHIP

Did spouses/unmarried partners jointly own this business?

Yes

No – Skip to Business Aspirations

EQUAL OPERATION

Was this business operated equally by both spouses/unmarried partners?

Yes, equally operated by spouses/unmarried partners

No, primarily operated by **Owner 1**

No, primarily operated by **Owner 2**

BUSINESS ASPIRATIONS

Where would the owner(s) like this business to be in five years? **Select one.**

Larger in terms of sales or profits

About the same amount of sales or profits

Smaller in terms of sales or profits

Other (Specify)

FUNDING FROM OWNER(S)

For 2016, what was the total amount of money that the owner(s) personally put into the business? *Your best estimate is fine. Please report in thousands.*

Include:

- Investments from personal savings
- Personal retirement accounts
- Home equity loans
- Personally borrowed funds

\$ _____ ,000

YEAR OF BUSINESS ESTABLISHMENT

In what year was this business originally established?

Year

Don't know

FRANCHISE OPERATION

In 2016, did all or part of this business operate as a franchise?

Yes

No

CAPITAL FUNDING

For the owner(s) you reported, what was the source(s) of capital used to start or initially acquire this business? If you did not report any owners, skip to Amount of Capital Needed to Start or Initially Acquire Business. **Select all that apply.**

Personal/family savings of owner(s)

Personal/family assets other than savings of owner(s)

Personal/family home equity loan

Personal credit card(s) carrying balances

Business credit card(s) carrying balances

Government-guaranteed business loan from a bank or financial institution, including SBA-guaranteed loans

Business loan from a bank or financial institution

Business loan from federal, state, or local government

Business loan/investment from family/friend(s)

Investment by venture capitalist(s)

Grants

Other source(s) of capital

Don't know

None needed – Skip to Funding from Family, Friends, and Employees

AMOUNT OF CAPITAL NEEDED TO START OR INITIALLY ACQUIRE THE BUSINESS

For the owner(s) you reported, what was the total amount of capital used to start or initially acquire this business? (Capital includes savings, other assets, and borrowed funds of owner(s).)

Less than \$5,000

\$100,000 - \$249,999

\$5,000 - \$9,999

\$250,000 - \$999,999

\$10,000 - \$24,999

\$1,000,000 - \$2,999,999

\$25,000 - \$49,999

\$3,000,000 or more

\$50,000 - \$99,999

Don't know

FUNDING FROM FAMILY, FRIENDS, AND EMPLOYEES

For 2016, what was the total amount of money this business received from family, friends, and employees?

Your best estimate is fine. Please report in thousands.

\$ _____,000

FUNDING FROM BANKS OR OTHER FINANCIAL INSTITUTIONS

For 2016, what was the total amount of money this business borrowed from a bank or other financial institution, including business loans, a business credit card carrying a balance, or a business line of credit? *Include all draws on a business line of credit, even if paid off during the year. Your best estimate is fine. Please report in thousands.*

\$ _____,000

FUNDING FROM OUTSIDE INVESTORS

For 2016, what was the total amount of money this business received from angel investors, venture capitalists, or other businesses in return for a share of ownership in this business? *Your best estimate is fine. Please report in thousands.*

(An "angel investor" is an affluent individual who provides capital for a business start-up, usually in exchange for convertible debt or ownership equity.)

\$ _____,000

FUNDING FROM GOVERNMENT GRANTS

For 2016, what was the total amount of money this business received from government grants (such as the Small Business Innovation Research (SBIR) and/or Small Business Technology Transfer (STTR) programs)? *Your best estimate is fine. Please report in thousands.*

\$ _____,000

NEW FUNDING RELATIONSHIPS

In 2016, did this business attempt to establish any **new funding relationship** (for example, loans, investments, or gifts) with any of the following sources? **(Select one for each row.)**

	No	Yes, received <u>total amount</u> of the funding requested	Yes, but <u>did not receive the total amount</u> requested
Other owner(s) (if applicable)			
Family, friends, or employees			
Banks, credit unions, or other financial institutions			
Home equity loans in name of business owners			
Credit cards			
Trade credit (for example, buy now, pay later)			
Angel investors			
Venture capitalists			
Other investor businesses			
Crowdfunding platform (for example, Prosper, Kickstarter, etc.)			
Grants (for example, federal government’s Small Business Technology Transfer Program (STTR) or Small Business Innovation Research Program (SBIR))			
Other (Specify) ↙			

BUSINESS BANKING RELATIONSHIPS

In 2016, were this business's banking relationships with the same financial institutions as any of the owner's personal banking relationships? Banking relationships include business checking or savings accounts, credit cards, loans, etc. **Select one.**

Yes

No – Skip to Outstanding Loans

The owner(s) had no business banking relationships – Skip to Outstanding Loans

Don't know – Skip to Outstanding Loans

BANKING RELATIONSHIP DURATION

How long were the owner's personal banking relationships in place before financial transactions were first conducted by this business? **Select one.**

0 - 1 month

2 - 5 months

6 - 12 months

More than 12 months

Don't know

OUTSTANDING LOANS

In 2016, was this business required to provide collateral or loan guarantee for any outstanding loan? **Select one.**

Business did not have an outstanding loan

Yes

No

Don't Know

PURCHASES ON ACCOUNT

In 2016, did this business make any purchases on account or using trade credits? Trade credits are invoice payment terms a business establishes with their suppliers allowing them to purchase goods or services now and pay at a later date.

Yes

No

AVOIDANCE OF ADDITIONAL FINANCING

At any time during 2016, did this business need additional financing?

Yes, business needed additional financing and the owner(s) **chose not to apply**

Yes, business needed additional financing and the owner(s) **did apply** – Skip to Profitability

No, business **did not need** additional financing – Skip to Profitability

AVOIDANCE OF ADDITIONAL FINANCING - CONTINUED

Why did this business choose not to apply for additional financing? **Select all that apply.**

Did not think business would be approved by lender

Did not want to accrue debt

Decided the financing costs would be too high

Preferred to reinvest the business profits instead

Felt the loan search/application process would be too time consuming

Decided the additional financing was no longer needed

Decided to wait until funding conditions improved

Decided to wait until company hit milestones to be in stronger position to raise funds

Other (Specify) 

PROFITABILITY

For 2016, did this business have profits, losses, or break even? **Select one.**

- Profits
- Losses
- Break even

NEGATIVE IMPACT ON PROFITABILITY

For 2016, did each of the following negatively impact the profitability of this business? **Select one in each row.**

Yes No

- Access to financial capital
- Cost of financial capital
- Finding qualified labor
- Taxes
- Government regulations (federal, state, and/or local)
- Slow business or lost sales
- Customers or clients not making payments or paying late
- The unpredictability of business conditions
- Changes or updates in technology
- Other (Specify) ↗

TYPES OF REGULATIONS

For 2016, what impact did each of the following types of government regulations have on this business’s profitability?
(Select one in each row.)

	Very Negative	Somewhat Negative	No Impact	Somewhat Positive	Very Positive	Not Applicable
Employee hiring						
Workers’ compensation						
Occupational health and safety						
Health insurance						
Employment records						
Business and professional licensing						
Building and renovation permits						
Business registration						
Health permits and inspections						
Environmental						
Trade						
Financial						
Other (Specify) ↘						

REGULATIONS AND STARTING OR ACQUIRING THE BUSINESS

What impact did regulations have on the ability to initially start or acquire this business?

- Positive impact
- Negative impact
- No impact
- Don’t know

REGULATIONS AND GROWTH OF THE BUSINESS

During 2016, what impact did regulations have on expanding this business’s operations, such as by increasing production, adding locations, or attaining new customers?

- Positive impact
- Negative impact
- No impact
- Business did not plan to expand operations
- Don’t know

REASONS FOR SEEKING BUSINESS ADVICE

During 2016, what was this business's primary reason(s) for seeking paid or unpaid business advice or mentoring from others? **Select all that apply.**

- Employee relations (for example, hiring, workforce retention, employee performance/growth, employee separation)
 - Management and day-to-day operations
 - Product development and innovation
 - Investment and access to capital
 - Succession planning and exit strategy
 - Increasing sales
 - Reducing costs
 - Taxes and accounting
 - Business finances
 - Regulatory compliance
 - Technology/Information Technology
 - Key performance indicators and business targets
 - Copyrights, trademarks, and patents
 - Legal
 - Did not seek advice/mentoring – Skip to Exit Strategy
 - Other (Specify)
-

PROVIDERS OF BUSINESS ADVICE

During 2016, from whom did this business seek the advice or mentoring selected in the 'Reasons for Seeking Business Advice' question? **Select all that apply.**

- Family (Family refers to spouses/unmarried partners, parents/guardians, children, siblings, or close relatives.)
 - Friends
 - Professional colleagues
 - Employees
 - Legal and professional advisors
 - Customers
 - Suppliers
 - Government-supported technical assistance program (for example, Small Business Administration (SBA) Small Business Development Center, Women's Business Center, or Minority Business Development Agency (MBDA) Business Center)
 - Other (Specify)
-

OUTCOME OF ADVICE OR MENTORING

During 2016, did the advice or mentoring selected in the 'Reasons for Seeking Business Advice' question lead to positive business outcomes or changes in business operations that are anticipated to be positive?

- Yes
- No

EXIT STRATEGY

Which of the following best describes this business’s current exit strategy for any of the owners? An exit strategy is a plan the business owners create to describe how they intend to exit the business and capture their investment.

Select all that apply.

- Walk away from the business
- Liquidate or sell off assets and repay the business’s liabilities
- Sell the business to employees or managers (for example, offer an Employee Stock Ownership Plan (ESOP), management buyout, or employee buyout)
- Sell or merge the business with another firm
- Sell the business to another individual that is not an owner of the same business
- Sell or transfer ownership to another owner of the same business
- Sell or transfer ownership of the business to a family member(s) that is not an owner of the same business
- Prepare an Initial Public Offering (IPO)
- Other (Specify) 

Business does not currently have an exit strategy for any owner

TYPES OF CUSTOMERS

In 2016, which of the following types of customers accounted for 10% or more of this business’s total sales of goods and/or services? **Select all that apply.**

- Federal government
- State and local government, including school districts, transportation authorities, etc.
- Other businesses, including distributors of your products
- Other organizations (foreign governments, nonprofits, etc.)
- Individuals

CUSTOMER LOCATIONS

During 2016, where were this business’s customers or clients located? *Round to the nearest whole percent. Your best estimate is fine. If none, report “0.”*

- Same region as the business _____%
- Outside of the region but within the U.S. (Domestic) _____%
- Outside the United States (International) _____%
- TOTAL 100%**

SALES OF EXPORTS OUTSIDE THE UNITED STATES

In 2016, what percent of this business’s total sales of goods and/or services consisted of **exports outside the United States**?

- _____% None Don’t know

OPERATIONS OUTSIDE THE UNITED STATES

In 2016, did this business have operations outside the United States?

- Yes
- No

OUTSOURCING OR TRANSFERS OUTSIDE THE UNITED STATES

In 2016, did this business outsource or transfer any business function and/or service to another company outside the United States?

- Yes
- No

LANGUAGE(S)

In 2016, which language(s) did this business conduct transactions with its customers? **Select all that apply.**

English	German	Portuguese
African language(s)	Hindi/Urdu	Russian
Arabic	Italian	Spanish
Chinese	Japanese	Tagalog
French	Korean	Vietnamese
French Creole	Polish	Other

TYPES OF WORKERS

In 2016, which of the following types of workers were used by this business? **Select all that apply.**

Full-time paid employees (workers who received a W-2)
 Part-time paid employees (workers who received a W-2)
 Paid day laborers
 Temporary staffing obtained from a temporary help service
 Leased employees from a leasing service or a professional employer organization
 Contractors, subcontractors, independent contractors, or outside consultants (workers who received a 1099 or payment from another company)
 None of the above

EMPLOYEE BENEFITS

In 2016, which of the following employee benefits were paid totally or partly by this business? **Select all that apply.**

Health insurance
 Contributions to retirement plans, including 401(k), Keogh, etc.
 Profit sharing and/or stock options
 Paid holidays, vacation, and/or sick leave
 Tuition assistance and/or reimbursement
 None of the above

WEBSITE

In 2016, did this business have a website?

Yes
 No

E-COMMERCE

In 2016, did this business have any e-commerce sales? (E-commerce sales are sales of goods and/or services where an order is placed by the buyer or price and terms of the sale are negotiated over the Internet, extranet, EDI network, electronic mail, or other online system. Payment may or may not be made online.)

Yes
 No – Skip to Home Operation

PERCENTAGE OF E-COMMERCE

In 2016, what percent of this business's total sales of goods and/or services were e-commerce sales?

Less than 1%	20% - 49%
1% - 4%	50% - 99%
5% - 9%	100%
10% - 19%	Don't know

HOME OPERATION

In 2016, did this business operate primarily from somebody’s home?

- Yes
- No

COPYRIGHTS, TRADEMARKS, AND PATENTS

In 2016, did this business own one or more of the following? **Select all that apply.**

- | | | |
|-----------|------------------|------|
| Copyright | Patent (granted) | None |
| Trademark | Patent (pending) | |

BUSINESS ACTIVITY CHARACTERISTICS

In 2016, did any of the following characteristics describe the activity of this business? **Select all that apply.**

- Operated less than 40 hours per week on average
- Operated less than 12 months
- Seasonal business (for example, fireworks sales or tax preparer)
- Operated occasionally (for example, event organizer or guest speaker)
- None of the above

CURRENTLY OPERATING

Is this business currently operating?

- Yes – Skip to Remarks
- No

CEASE OPERATION

Did the operations cease for any of the following reasons? **Select all that apply.**

- | | |
|---|-------------------------------|
| Owner’s military deployment | Lack of business loans/credit |
| Owner’s illness or injury | Lack of personal loans/credit |
| Owner(s) retired | Started another business |
| Owner(s) deceased | Sold this business |
| Operated for a specific or one-time event | Other |
| Inadequate cash flow or low sales | |

REMARKS

Please use this space for any explanations that may be essential in understanding your reported data.

THANK YOU

REPORT ONLINE - DO NOT RETURN