

**Business History Information Form**  
**(Principal Selection Factor 4 - Subfactor 4a )**

Business history information should be provided for the Offeror AND all parent companies. If the Offeror has not been formed yet, business history information should be provided for each Offeror-Guarantor.

The information provided below is for the en\_\_\_\_\_

1) Has Offeror ever defaulted from or been terminated from a management or concession contract, or been forbidden from contracting by a public agency or private company?

If YES, provide full details of the circumstances.

2) List any Bankruptcies, Receiverships, Foreclosures, Transfers in Lieu of Foreclosure, and/or Work-Out/Loan Modification Transactions during the past five years. (If none, then so indicate). Attach an explanation of the circumstances, including nature of the event, date, type of debt (e.g., secured or unsecured loan), type of security (if applicable), approximate amount of debt, name of lender, resolution, bankruptcy plan, and/or other documentation as appropriate.

3) Describe any pending litigation or administrative proceeding (other than those covered adequately by insurance) which if adversely resolved could materially impact the financial position of the Offeror.

4) Describe any lawsuit, administrative proceeding or bankruptcy case within the past five years that concerned the Offeror's alleged inability or unwillingness to meet its financial obligations.

Paperwork Reduction Act Statement. We collect this information under the authority of Title IV of the National Parks Omnibus Management Act of 1998 (Pub. L. 105-391). We use this information to evaluate a concession proposal. Your response is required to obtain or retain a benefit. We estimate that it will take you 2 hours to complete this form. This estimate includes time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form.

You may send comments on the burden estimate or any aspect of this form to the Information Collection Clearance Officer, National Park Service, 1849 C Street, NW. (2601), Washington, DC 20240. We may not collect or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number.

### INITIAL INVESTMENTS AND START-UP EXPENSES FORM

Grey Cells Are Input Cells

Name of Offeror

CONCID

#### Assets

##### Existing Assets

Assets necessary to the operation of the Concession, already owned by the Offeror, that will be allocated to the operation of the Draft Contract.

Possessory Interest/Leasehold Surrender Interest Value		
Real Property (not within the Park)		
Personal Property		
Inventory and Supplies		
Other (describe)		
	\$	
Subtotal		0

Riggs, Tara:  
Update depending on if the contract has PI or LSI

##### Planned Asset Acquisition

Assets necessary to Operate the Concession, that will be acquired by the Offeror if awarded the Draft Contract.

Possessory Interest/Leasehold Surrender Interest Value		
Real Property (not within the Park)		
Personal Property		
Inventory and Supplies		
Other (describe)		
	\$	
Subtotal		0

Riggs, Tara:  
Update depending on if the contract has PI or LSI

**Total**  0

#### Other

Start-Up Expenses	\$	
Working Capital	\$	
Other (describe)	\$	
<b>Total</b>		0

**Total Initial Investments and Start-up Expenses**  0

### INITIAL INVESTMENTS AND START-UP EXPENSES FORM

Grey Cells Are Input Cells

Name of Offeror

CONCID

Notes

- 1) Formulas included in this form are provided by the NPS as guidance only. The Offeror is responsible for its financial projections and their accuracy.
- 2) Yellow cells represent categories that need to be explained on the "Investments Assumptions" worksheet.
- 3) All Offerors must include their estimate of the value of all property intended, whether planned for acquisition or currently owned, for use in the Draft Contract.
- 4) The items indicated above are the estimated planned expenditures for initial investment, defined as one-time costs in either the year prior to or the first year after the start of the Draft Contract.
- 5) Expenditures entered in this form should be in addition to that of typical annual capital investments and operating expenses of the first year of the Draft Contract.
- 6) Expenditures entered into this form should not be included in the proforma income statement.
- 7) Expenditures entered in this form should be included in the cash flow proforma as capital expenditures in either the year prior to or the first year after the start of the Draft Contract.

Definitions

*Start-up Expenses*

One-time expenses incurred prior to the beginning of the contract, or during the first year of the contract, if needed, to implement your proposal.

*Working Capital*

Additional funds for working capital current assets such as pre-paid expenses, contingencies, and other necessary cash flow requirements. This should not be confused with Net Working Capital (current assets-current liabilities).

**INITIAL INVESTMENTS AND START-UP EXPENSES ASSUMPTIONS**

Grey Cells Are Input Cells

**Name of Offeror** [Grey Cell]

**CONCID** [Grey Cell]

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**Assets**

**Existing Assets**

Assets necessary to the operation of the Concession, already owned by the Offeror, that will be allocated to the operation of the Draft Contract.

Possessory Interest/Leasehold Surrender Interest Value	Describe
Real Property (not within the Park)	Describe
Personal Property	Describe
Inventory and Supplies	Describe
Other (describe)	Describe

---

Paperwork Reduction Act Statement. We collect this information under the authority of Title IV of the National Parks Omnibus Management Act of 1998 (Pub. L. 105-391). We use this information to evaluate a concession proposal. Your response is required to obtain or retain a benefit. We estimate that it will take you 4 hours to complete this form. This estimate includes time for reviewing instructions, gathering and maintaining data, and completing and reviewing the form.

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**INITIAL INVESTMENTS AND START-UP EXPENSES ASSUMPTIONS**

Grey Cells Are Input Cells

**Name of Offeror** [Grey Cell]

**CONCID** [Grey Cell]

**Planned Asset Acquisition**

Assets necessary to Operate the Concession, that will be acquired by the Offeror if awarded the Draft Contract.

Possessory Interest/Leasehold Surrender Interest Value	Describe	[Grey Cell]
Real Property (not within the Park)	Describe	[Grey Cell]
Personal Property	Describe	[Grey Cell]
Inventory and Supplies	Describe	[Grey Cell]
Other (describe)	Describe	[Grey Cell]

**Other**

Start-Up Expenses	Describe	[Grey Cell]
Working Capital	Describe	[Grey Cell]
Other (describe)	Describe	[Grey Cell]

Notes  
In the description sections of this form, please provide an explanation of sufficient detail to allow a reviewer to fully understand how the estimates were determined.

**INCOME STATEMENT FORM**

Grey Cells Are Input Cells

Name of Offeror \_\_\_\_\_

CONCID \_\_\_\_\_

**Prospective Income Statement**

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
<b>Revenue</b>										
Lodging										
Food and Beverage										
Retail										
Campground										
Fuel										
Authorized Services (Specify)										
Other (Specify)										
Other (Specify)										
Other (Specify)										
Other (Specify)										
<b>Total Gross Revenue</b>	0	0	0	0	0	0	0	0	0	0
<b>Total Deductions</b>										
<b>Total Gross Receipts (if Different)</b>	0	0	0	0	0	0	0	0	0	0
<b>Cost of Sales</b>										
Food and Beverage										
Retail										
Campground										
Fuel										
Authorized Services (Specify)										
Other (Specify)										
Other (Specify)										
Other (Specify)										
Other (Specify)										
<b>Total Cost of Sales</b>	0	0	0	0	0	0	0	0	0	0
<b>Gross Profit</b>	0	0	0	0	0	0	0	0	0	0
<b>Direct Expenses</b>										
<b>Lodging</b>										
Labor										
Other Departmental Expenses										
<b>Total Lodging Expenses</b>			0	0	0	0	0	0	0	0
<b>Food and Beverage</b>										
Labor										
Other Departmental Expenses										
<b>Total Food and Beverage Expenses</b>			0	0	0	0	0	0	0	0
<b>Retail</b>										
Labor										
Other Departmental Expenses										
<b>Total Retail Expenses</b>	0	0	0	0	0	0	0	0	0	0
<b>Campground</b>										
Labor										
Other Departmental Expenses										
<b>Total Campground Expenses</b>	0	0	0	0	0	0	0	0	0	0
<b>Fuel</b>										
Labor										
Other Departmental Expenses										
<b>Total Fuel Expenses</b>	0	0	0	0	0	0	0	0	0	0
Authorized Services (Specify)										

Note:  
The revenue, COS and Direct Expenses categories will need to be changed to reflect each individual prospectus.

Note:  
Deductions from Gross Receipts for franchise fee calculation.

Note: When updating this template for a specific prospectus feel free to add lines for additional direct expenses if necessary for understanding the operation and the offer.





**INCOME STATEMENT FORM**

Grey Cells Are Input Cells

Name of Offeror

CONCID

**Prospective Income Statement**

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Franchise Fee										
EBITDA	0	0	0	0	0	0	0	0	0	0
Interest Expense Depreciation Amortization										
Net Profit Before Taxes	0	0	0	0	0	0	0	0	0	0
Income Tax										
Net Income	0	0	0	0	0	0	0	0	0	0

Notes

- 1) Formulas included in this form are provided by the NPS as guidance only. The Offeror is responsible for its financial projections and their accuracy.
- 2) Yellow cells represent categories that need to be explained on the "Income Statement Assumptions" worksheet.
- 3) Only projected receipts and expenses related to the services "required" by the contract and those you choose to operate under "authorized" services are to be itemized and included in your prospective statements. Please clearly identify, by service type, all revenues associated with authorized services.
- 4) The NPS views the treatment of Repair and Maintenance Reserve (component renewal) items as leasehold improvements. It is expected that the cost will be amortized over the shorter of the useful life of the asset or the contract term.

Definitions

*Gross Receipts*

Gross Revenues less any revenues that are exempt from franchise fee.

*EBITDA FF*

Earnings Before Interest, Taxes, Depreciation, Amortization, and Franchise Fee.

*Franchise Fees*

A percentage of gross receipts due to the National Park Service.

**INCOME STATEMENT ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror

CONCID

0

**Revenue**

See Operating Assumptions Tab

**Cost of Sales**

All Applicable Departments

Describe

**Direct Expenses**

Labor

Describe

Utilities

Describe

Repair and Maintenance Expense

Describe

Operating Supplies

Describe

Vehicle Expense

Describe

Other Direct

Describe

**INCOME STATEMENT ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror

CONCID 0

**Undistributed Expenses**

Other Salaries	Describe
Office Supplies	Describe
Telephone	Describe
Management Fee / Overhead	Describe
Advertising	Describe
Other Admin	Describe
Other Undistributed	Describe
Other	Describe

**INCOME STATEMENT ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror

CONCID 0

**Fixed Expenses**

Insurance	Describe
Property Taxes	Describe
Property Rental	Describe
Other	Describe

**Notes**

1) In the description sections of this form, please provide an explanation of sufficient detail to allow a reviewer to fully understand how the estimates were determined.

2) If you are going to offer authorized services, please clearly identify which service(s) you will offer and use additional separate rows for each authorized service department. Labor costs should be supported by a footnote identifying Full Time Equivalents (FTE) occupied for each operating department identified.

3) Clearly describe the composition of each item classified under Undistributed and Fixed Expenses. If the expense item is allocated from or shared with a parent or related entity, please describe the allocation method. In particular, if you intend to assess a Management Fee, or other form of corporate overhead and profit, you must clearly describe what this fee is comprised of (Officer salaries, human resources, accounting, marketing, profit, etc.).

**Expense Assumption Description Example**

\*\*\*The following example does not reflect the above opportunity and is provided for the purpose of clarification only.\*\*\*

Direct expenses are expected to surpass historical direct expenses, as fuel and insurance prices increase. Studies by the Department of Commerce indicate that fuel prices will rise at a rate of 10% annually over the next ten years, as opposed to the historical ten year rate of 4% annually. Additionally, insurance costs, according to a nationwide insurance broker survey, are expected to rise at 15% annually for the next 10 years, as opposed to the 10 year historical rate of 2% annually. Accordingly, direct expenses associated with the operation are forecast to increase from an annual average of 10% of Gross Revenue to an annual average of 20% of Gross Revenues over the life of the Draft Contract.

**OPERATING ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror \_\_\_\_\_

CONCID \_\_\_\_\_

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
--	------	------	------	------	------	------	------	------	------	------

Revenue Inflation										
Expense Inflation										

Note: Please edit the operating assumption to meet the needs of the specific prospectus requirements.

**Lodging**

Number of Available Rooms	
Day Open	
Available Room Nights	
Occupied Room Nights	
Occupancy %	
Average Daily Rate	

<b>Total Revenue</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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**Food & Beverage**

Total Covers	
Average Check	

<b>Total Revenue</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
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**Retail**

Total Transactions	
Average Revenue Per Transaction	

<b>Total Revenue</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
----------------------	----	---	----	---	----	---	----	---	----	---	----	---	----	---	----	---

**Retail- Genuine Authorized Native Handicrafts**

Total Transactions	
Average Revenue Per Transaction	

<b>Total Revenue</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
----------------------	----	---	----	---	----	---	----	---	----	---	----	---	----	---	----	---

**Recreation Vehicle Parks and Campsites**

Number of Available Sites (type of site)	
Day Open	
Available Site Nights	
Occupied Site Nights	
Occupancy %	
Average Daily Rate	

<b>Total Revenue</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
----------------------	----	---	----	---	----	---	----	---	----	---	----	---	----	---	----	---

**Auto Service**

Number of Customers	
Average Revenue Per Customer	

<b>Total Revenue</b>	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
----------------------	----	---	----	---	----	---	----	---	----	---	----	---	----	---	----	---

**Marina**

Number of Slips	
Months Open	
Available Slip Months	
Occupancy Slip Months	

Additional Description

Additional Description

Additional Description

Additional Description

Additional Description

Additional Description

Additional Description

Additional Description

**OPERATING ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror

CONCID

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Occupancy %										
Average Monthly Rate										
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transportation</b>										
Number of Customers										
Average Revenue Per Customer										
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Horse and Mule</b>										
Number of Customers										
Average Revenue Per Customer										
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Guided Tours</b>										
Number of Customers										
Average Revenue Per Customer										
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Other (describe)</b>										
Number of Customers										
Average Revenue Per Customer										
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Other (describe)</b>										
Number of Customers										
Average Revenue Per Customer										
<b>Total Revenue</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Additional Description

Additional Description

Additional Description

Additional Description

Additional Description

Notes

- 1) Please note that revenue projections must be based on rates determined by the approval methods set forth in the draft Operating Plan.
- 2) The information on this form should fully explain and document your Gross Revenue build-up. State annual inflation rate assumptions, rate increase assumptions, utilization assumptions and any estimates of real growth you anticipate. If you have any additional descriptions of your assumptions, please use the "Additional Description" boxes to the right of each revenue department.
- 3) If you are going to offer authorized services, please clearly identify which service(s) you will offer and use additional rows to describe your revenue buildup for each authorized service.

Examples

**Revenue Assumption Description Example**

\*\*\*The following example does not reflect the above opportunity and is provided for the purpose of clarification only.\*\*\*

**OPERATING ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror

CONCID

2013 2014 2015 2016 2017 2018 2019 2020 2021 2022

Revenue inflation is expected increase at the same rate as the Consumer Price Index which is predicted to grow at a rate of 2.7% annually, based upon historical growth as reported by the Bureau of Labor Statistics. No real growth is expected to occur, keeping in line with historical revenues at the concession. Therefore, overall revenue growth is forecast to occur at an average annual rate of 2.7% over the life of the Draft Contract.

<b>CASH FLOW STATEMENT FORM</b>											
Grey Cells Are Input Cells											
Name of Offeror											
CONCID											
<b>Prospective Cash Flow Statement</b>											
<b>Operating Activities</b>	<b>Year Zero</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Net Income											
Depreciation											
Amortization											
Change in working capital											
Other (describe)											
<b>Net Cash Provided (Used) by Operating Activities</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Financing Activities</b>											
Dividend											
Sale/Repurchase of Stock											
Borrowings/ Repayment of Debt											
Other (describe)											
<b>Net Cash Provided (Used) by Financing Activities</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Investment Activities</b>											
Leasehold Surrender Interest											
Repair and Maintenance Reserve											
Personal Property Replacement											
Real Property (not Within Park)											
Inventory and Supplies											
Start-Up Expenses											
Working Capital											
Other (describe)											
Other (describe)											
Other (describe)											
<b>Net Cash Provided (Used) by Investing Activities</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Flow</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Notes</b>											
1) Formulas included in this form are provided by the NPS as guidance only. The Offeror is responsible for its financial projections and their accuracy. 2) Yellow cells represent categories that need to be explained on the "Cash Flow Statement Assumptions" worksheet. 3) Investment activities should include entries for one time acquisition and disposal at the beginning and end of the Draft Contract term as well as cyclical or annual capital investments such as replacement. 4) Estimates for capital expenditures in the Cash Flow Statements made prior to or during the first year after the start of the Draft Contract should be reflective of estimates provide in the Initial Investment and Start-up Costs form. 5) Clearly delineate between personal and real property and define your rationale and assumptions for each category. 6) Since Repair and Maintenance Reserve (component renewal) activities are considered capital expenditures they should be included on the cash flow statement.											



**CASH FLOW STATEMENT ASSUMPTIONS**

Grey Cells Are Input Cells

Name of Offeror

CONCID 0

**Prospective Cash Flow Statement**

**Investment Activities**

Leasehold Surrender Interest	Describe - LSI occurring during the Draft Contract
Repair and Maintenance Reserve	Describe - Repair and Maintenance Reserve expenditures during the Draft Contract
Personal Property Replacement	Describe - Personal property replacement during the Draft Contract
Other (describe)	Describe

Notes

In the description sections of this form, please provide an explanation of sufficient detail to allow a reviewer to fully understand how the estimates were determined.

**RECAPTURE OF INVESTMENT FORM**

Grey Cells Are Input Cells

**Name of Offeror** [Grey Cell]

**CONCID** [Grey Cell]

**Assets and Other**

Leasehold Surrender Interest Value	\$
Real Property (not within the Park)	\$
Personal Property	\$
Inventory and Supplies	\$
Working Capital	\$
Other (describe)	\$
Other (describe)	\$
Other (describe)	\$

**Total of Recapture of Investments at the End of the Contract Term**      **Total \$** 0

Notes

- 1) The value of ending LSI is only a best guess estimate neither offeror nor the NPS is bound by the number presented above.
- 2) Reference the Draft Contract and exhibits for guidance on Leasehold Surrender Interest and Personal Property.
- 3) Formulas included in this form are provided by the NPS as guidance only. The Offeror is responsible for its financial projections and their accuracy.
- 4) Yellow cells represent categories that need to be explained on the "Recapture of Investment Assumptions" worksheet.
- 5) All Offerors must include their estimate of the ending value of all property and other assets at the end of the Draft Contract.
- 6) Recapture amounts entered into this form should not be included in the proforma income statement.
- 7) Recapture amounts entered in this form should be included in the cash flow proforma as capital recapture in the final year of the Draft Contract.

**RECAPTURE OF INVESTMENT ASSUMPTIONS**

Grey Cells Are Input Cells

**Name of Offeror** [Grey Cell]

**CONCID** [Grey Cell]

**Assets and Other**

Please describe the method used to determine the values of the planned recoup of investments at the end of the Draft Contract.

Leasehold Surrender Interest Value	Describe	[Grey Cell]
Real Property (not within the Park)	Describe	[Grey Cell]
Personal Property	Describe	[Grey Cell]
Inventory and Supplies	Describe	[Grey Cell]
Working Capital	Describe	[Grey Cell]
Other (describe)	Describe	[Grey Cell]
Other (describe)	Describe	[Grey Cell]
Other (describe)	Describe	[Grey Cell]

**Notes**

In the description sections of this form, please provide an explanation of sufficient detail to allow a reviewer to fully understand how the estimates were determined.