



**Business  
Valuations &  
Strategies PC**

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## Liquor License Valuation Agreement

Liquor License #: \_\_\_\_\_

Valuation date: \_\_\_\_\_

Purpose of (reason for) valuation: \_\_\_\_\_

Current owner:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Municipality & County: \_\_\_\_\_

Date acquired & original cost: \_\_\_\_\_

This letter outlines our understanding of the terms and objectives of this valuation engagement.

We will perform a valuation engagement, as that term is defined in the Statement on Standards for Valuation Services (SSVS) of the American Institute of Certified Public Accountants, of the **Liquor License (“the License”)** identified above as of the date indicated. The valuation engagement will be conducted in accordance with SSVS and the Uniform Standards of Professional Appraisal Practice (USPAP). The estimate of value that results from a valuation engagement is expressed as a conclusion of value.

### Purpose

This valuation will be performed to determine the value of the License for the purpose indicated.

### Standard of Value

The standard of value used in this valuation will be *Fair Market Value*. Fair market value is the price, in terms of cash equivalents, at which property would change hands between a hypothetical willing and able buyer and a hypothetical willing and able seller, acting at arms length in an open and unrestricted market, when neither is under compulsion to buy or sell and when both have reasonable knowledge of the relevant facts.

### Premise of Value

The License will be valued as a stand-alone asset. Although our valuation is intended to estimate fair market value, we assume no responsibility for the inability of a seller or buyer to obtain a sale or purchase contract at that price.

**Financial Information**

We will be relying on the accuracy and reliability of the data provided to us. We will not audit, review, or compile any financial statements, forecasts or other data, and we will not express an opinion or any form of assurance on them. Our valuation cannot be relied on to disclose errors, irregularities, or illegal acts, including fraud or defalcations that may exist.

**Appraisal Report**

We will document the results of the engagement in a detailed appraisal report. The purpose of this report is to develop a conclusion of value to be used for the purposes stated above. Distribution of the report is restricted to these purposes. We have no responsibility to update our valuation report for events and circumstances that occur after the date of its issuance.

**Withdrawal or Termination**

If you fail to comply with any of the provisions of this agreement, we may, at our option, withdraw from the engagement. If for any reason we are unable to complete the valuation engagement, we will not issue a report as a result of the engagement, and our fees shall be based on the percentage of completion.

**Fees**

Our fee for this service will be \$750, payable upon acceptance. If we encounter unusual circumstances that would require expanding the scope of the engagement, we will get your approval before doing any additional work. Our fee and payment of our fee is not contingent on the values determined by this engagement.

The fee estimate is for the valuation and valuation report and does not include any services that may be required defending our valuation report in audit or litigation, including conferences, depositions, court appearances, and testimony. Fees for such services, if required, will be billed as follows: 1) preparation time at \$200 per hour; 2) testimony in person at \$400 per half-day (up to 4 hours) or \$800 per full-day (over 4 hours); or 3) testimony by telephone or other remote means at \$200 per hour; plus any travel expenses.

**Turnaround Time**

We will begin the engagement upon receiving a signed copy of a fully completed agreement and the fee. We prefer that any documents be submitted to us in digital format. We reasonably expect to complete the engagement within 1 week.

A handwritten signature in dark ink, appearing to read 'David Coffman', written over a horizontal line.

David Coffman CPA/ABV/CFE, CVA  
President & CEO

**Agreement and Acknowledgment:**

This letter correctly sets forth our understanding of the terms of the engagement.

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Signature	Printed Name	Title	Date
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Please return the signed agreement using the contact information shown below. If you pay by check please mail it to the address below. We also accept PayPal. If you wish to use PayPal, please check below and give us your email address so we can send you a request for payment.

**Mail:**

Business Valuations & Strategies PC  
3402 N 4<sup>th</sup> St, Harrisburg, PA 17110

**Fax:** 866-482-3097

**Email:** [dave@business-valuation-expert.com](mailto:dave@business-valuation-expert.com)

\_\_\_\_\_ Send a request for payment using PayPal

My email address \_\_\_\_\_