

Business Buyer Resume Template

Use truthful information. This is an editable introduction, not proof of funds, a bank letter, loan approval, or an LOI.

BUYER IDENTITY

Name / acquiring entity:

Buyer type (individual / partnership / company):

Preferred contact:

INTRODUCTION

I am seeking to acquire [business type] in [geography]. I intend to [operate full time / hire management / other truthful plan]. My relevant background is [summary].

ACQUISITION CRITERIA

Industries:

Geography / radius:

Purchase-price range:

Revenue range:

Minimum SDE or EBITDA (identify the metric):

Franchise preference:

Characteristics sought / exclusions:

RELEVANT EXPERIENCE

Operating responsibilities:

Team / budget / customer scope:

Results I can substantiate:

Industry experience:

Gaps and realistic plan to address them:

FINANCING PLAN

Expected accessible cash contribution:

Reserves retained separately:

Financing sources under consideration:

Actual lender approval status (do not overstate):

Investor / partner commitments or dependencies:

Proof-of-funds evidence available through an agreed private process:

TIMELINE AND TRANSITION

Current search stage:

Target time horizon:

Availability for diligence:

Intended operating role after closing:

Seller transition support sought:

Employee / customer continuity approach:

Licensing / management requirements:

Advisors actually engaged:

NEXT STEP

Please share opportunities matching these criteria and the NDA, buyer-screening, and proof-of-funds requirements for the specific listing.

Learn more: <https://buyerpass.com/blog/business-buyer-resume>

Create a free buyer profile: <https://buyerpass.com/buyer>