

Company Profile Sheet A

Name: _____

Mailing Address:			
Shipping Address:			
Business phone:		Fax:	

Websites:	URL	Username	Login
	URL	Username	Login
	URL	Username	Login
Sales pages:	URL	URL	URL
	URL	URL	URL
	URL	URL	URL

Payment methods accepted:			
PayPal:		Username:	
		Password:	
Merchant Account:		Username:	
		Password:	
Shopping cart:		Username:	
		Password:	
Other:			

Company Profile Sheet B

Regular and/or contract staff:			
Manager:		Title:	
Email:		Tel number:	

Regular staff/outsource contractors:			
Name and title:	Email:	Tel or FAX:	Tasks responsible for:

Company Mission Statement:	Core Business Description:

Tax ID / EIN #:	Account #:	Registration #:
Date last filed:	Physical location of records:	

Financial service (Bookkeeper, Accountant, etc.):			
Name:		Title:	
Tel Number:		Email:	
FAX:		Rate:	
Notes:			

Extra Information:
