



Express Tax Center

Pasadena Town Square Mall
Baytown San Jacinto Mall

Phone: 409-925-2184

Paul Knapp came to the San Jacinto College SBDC because he was stuck in his thought process and (in his words), "...needed help getting off "high center" in the plan and you gave me exactly the help I needed." He had a well defined idea and tax center management experience at this business. He wanted to purchase these two offices from the owner because he knew the return on his investment would be worthwhile.

Paul and the center director, Mike Moore, worked together mostly via email. "Paul was as dedicated as any client I've ever worked with," stated Moore. Mr. Knapp filled out the preliminary worksheets that were used to create the Source & Use of Funds Table as well as the drafts of the Profit & Loss Statement and Cash Flow Sheet. The Cash Flow Sheet proved to be the most challenging of all the spreadsheets to accurately demonstrate the inflow timing. The short tax season proved to limit the regularity of cash flow. It was imperative to estimate the initial cash drain in order to accurately predict the working capital requirements.

Expense discussions with Paul caused him to rethink his insurance requirements. The businesses were lumped into a single balance sheet and profit and loss Statement with other offices he wasn't buying, making it difficult to separate the assets and income of the two locations he proposed to purchase. Together, the client and consultant worked to demonstrate the individual store's potential revenues. The director communicated with the lender to figure out what the lender required to make the loan.

The director created an amortization sheet and a depreciation schedule for the loan package and the client worked quickly to fill out the personal financial data and other parts of the package. The banker was pleased with the final presentation. Through his diligence, Paul was able to secure a loan sufficient to purchase the businesses through Wells Fargo Bank.

Paul wrote, "Please accept my heartfelt thanks for all your work on my business plan. I have a commitment for funding of my business plan and am working on providing additional details for final submission to SBA." Express Tax Center has 6 full-time employees, including him, and 12 part-time employees.

