

- ☐ 1 You have spent time getting educated on the process of how to transition your business and have discussed transitioning with family.
- ☐ 2 Personal, financial, and business goals are aligned (defined, co-dependent, and linked).
- ☐ 3 You have created professional advisory team familiar with the succession or M&A process.
- ☐ 4 You have created a contingency plan to address buy-sell instructions, insurance considerations, and what should happen if something outside your control occurs that would prevent you from operating the business.
- ☐ 5 You have completed a strategic analysis, business valuation, and personal, financial, and business assessment(s) within the last year.
- ☐ 6 You have considered all exit options and optimum deal structures and weighed pros and cons of each in relation to stated goals and objectives.
- ☐ 7 Your transition plan is written and includes goals and objectives, clearly defined tasks, and accountabilities.
- ☐ 8 You have considered and designed a post-business life-after plan.
- ☐ 9 You have a pre-transition value enhancement / preliminary due diligence project underway to de-risk the business, maximize its value, minimize taxes upon transition, and improve the probability of a smooth transition to the next owner.
- ☐ 10 You have a management program to ensure the post-transition leadership is prepared to operate the company.

### QUESTIONS?

Contact a Schwabe Privately Held  
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Content courtesy of the Exit Planning Institute

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