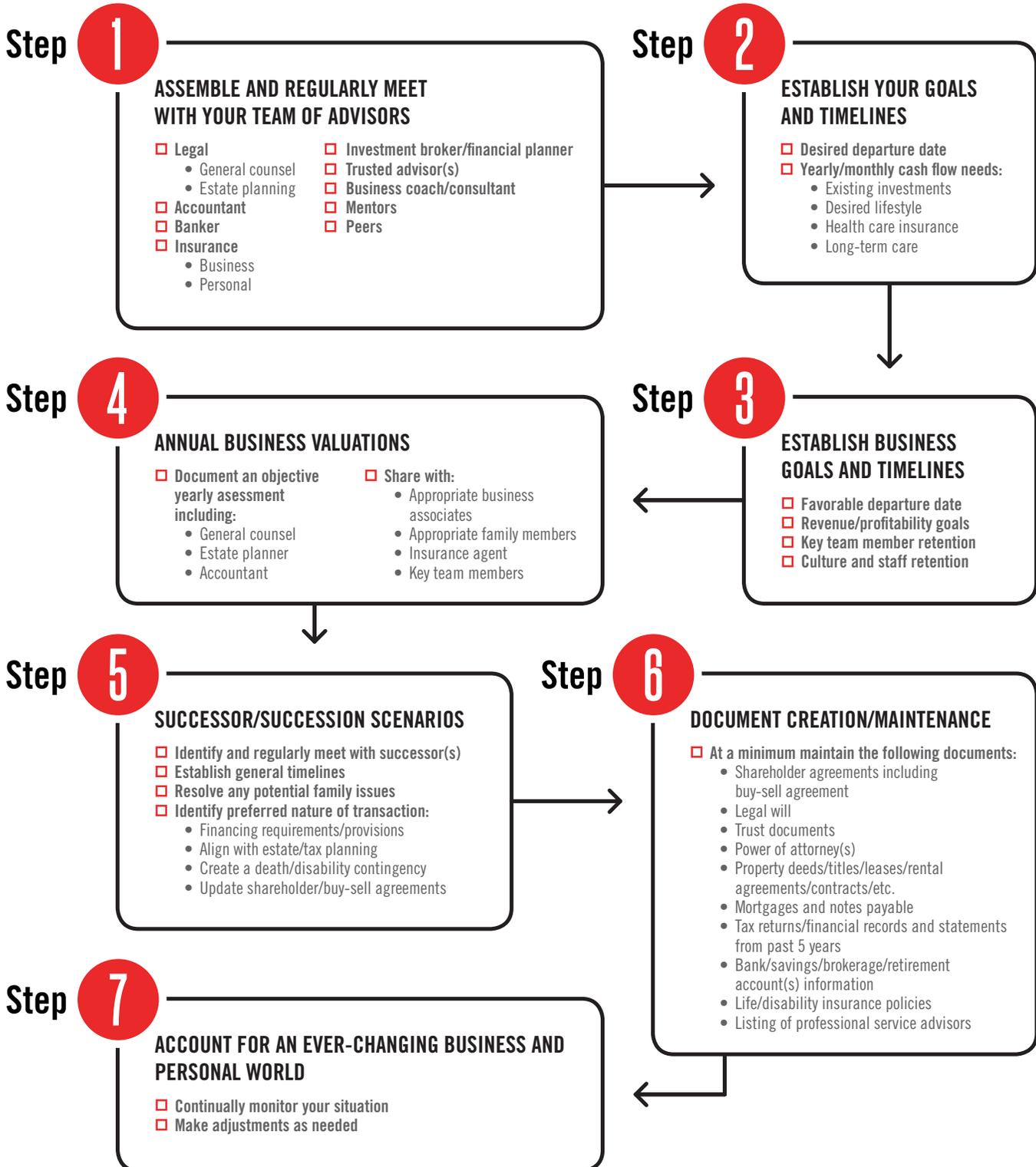


SUCCESSION PLANNING CHECKLIST



SUCCESSION PLANNING QUIZ

1

Have you defined your goals and vision for the transfer of ownership and day-to-day management of your business?

YES NO

2

Do you have an identified successor(s) in place?

YES NO

3

If applicable, have you resolved any family issues that might interfere with your plan?

YES NO

4

Do you have formal buy-sell agreements in place?

YES NO

5

Do you have a contingency plan should you die or become unable to continue working? Are those scenarios covered by insurance?

YES NO

6

Do you have a plan to account for the most desirable nature of the transaction in regards to structure and taxes?

YES NO

7

Have you recently had your business valued and analyzed the same way potential buyers and competitors would?

YES NO

If one or more “no” answers reveal deficiencies in your succession planning know that you are not alone — and it’s never too late to begin and/or revise what you have in place!