

Exit Planning Summary Sheet
Developed by Growth Strategy Partners LLC

The purpose of this document is to define your personal and business goals for a successful business exit. It may be updated as time passes but ideally it will contain the 'latest and greatest' thinking for your goals.

Company:

Owner:

(please list names, phone numbers and emails for the following)

Financial Planner:

Attorney(s):

Accountant:

M&A Advisor:

Exit Goals: The main reasons why I want to sell my company are: *(reasons could include wanting to fully retire, reducing financial risk, challenged with growing it, want to do something else, health concerns)*

- 1.
- 2.
- 3.
- 4.
- 5.

Comments:

Company Vision: I would like the following for the company. *(Specify if you have specific goals for the company like keeping most employees employed, in the same building, double in size, maintain the current culture, support existing customers, etc.)*

Top Concerns: My top concerns with selling the company are: *(describe concerns such as taking care of key employees, ability for management or employees buying you out, how new management will treat employees, profitability impact on value, finding 'right' buyer, future leadership, etc)*

Exit options: If I had my wish I would (prioritize options)

- _____ Sell the company completely
- _____ Sell part of the company and continue to grow it
- _____ Sell most of the company and remain a minority investor
- _____ Sell the company to management
- _____ Sell the company to employees

Comments:

Sale Price: I believe this company is worth (\$ value or range)_____

Rationale for above:

Company Value: This company is unique in that: *(describe why the company is unique from other companies such as patents, intellectual property, customers, contracts, products, geography, profitability, leadership, systems, etc.)*

Timing:

- I would like to sell my company in ____ to ____ years.
- I would like to stop working in ____ to ____ years.

Lifestyle: Post sale I would expect to have a _____ lifestyle (in terms of spending money. Check one)

- _____ Better (ability to spend more \$ than current)
- _____ Same (spend same amount as current)
- _____ Less (spend less money than current. Fewer perks)

Comments:

Lifestyle Number: According to my financial planner, I need between \$____ and \$____ to support my post sale lifestyle

Comments:

Post Sale: After I sell the company I will: *(identify what you will do with your time. Travel, golf, boating, charity work, start a new company, etc.)*

Pre-sale Activities: The primary changes I want to make before the sale are: *(identify need to adjust individual compensation, develop employee or customer contracts, change out select people, finalize ownership or stock option agreements, improve reporting, etc.)*