

### Checklist - Are you ready to sell?

	Question	Score
1	Is the owners remuneration for the business at market rate? If not you need to calculate an adjusted profit figure to show what the maintainable levels of profit are. Other non-recurring items should also be adjusted for.	
2	Is there financial information available to calculate the maintainable levels of profit to appraise an offer or value the business.	
3	How consistent has performance been over last 3 years and can maintainable profits be identified?	
4	What is expected performance for next 12 months like?	
5	Are there any supplier or customer dependencies in the company?	
6	How appealing is the company to potential buyers?	
7	Can the management team run the business without the owner?	
8	Has the company clear title to all business assets and security of tenure in its premises	
9	Can the cashflow needs of the business and surplus cash be identified?	
10	Will the owner be able to maintain their lifestyle using pensions and consideration for the foreseeable future?	

Give the company marks from 1 to 10 with 1 – Very Poor, 5 – Reasonable and 10 – Excellent

Owners should look at means to improve their score in each of the 10 categories.