A FREE CHECKLIST FOR BUSINESS OWNERS

Is your business ready to sell?

Whether you plan to sell next year or in five, these ten questions show where your business stands today. Answer each one honestly. Every "yes" makes your business easier to sell and often worth more.

1	**Could the business run for two weeks without you?** Buyers pay more when it doesn't depend on the owner for everything.	☐ Yes	☐ No
2	**Do your financial statements match your tax returns?** Three years of clean, consistent numbers lead to a fair price, faster.	☐ Yes	☐ No
3	**Are personal and business expenses kept separate?** Mixed expenses hide your true profit. Separate them now.	☐ Yes	☐ No
4	**Is every customer less than 20% of your sales?** Relying on one big customer is a risk buyers price in.	☐ Yes	☐ No
5	**Is much of your revenue repeat or under contract?** Regular customers give buyers confidence that sales will continue.	☐ Yes	☐ No
6	**Is there a manager or lead hand who knows the work?** A trusted second-in-command makes the handover easier for everyone.	☐ Yes	☐ No
7	**Are your key processes written down?** Pricing, scheduling, how jobs get done. Simple notes are enough.	☐ Yes	☐ No
8	**Is your equipment in good shape, with service records?** Well-kept vehicles and tools avoid surprises during a buyer's review.	☐ Yes	☐ No
9	**Are leases, contracts and permits up to date?** Check whether they can transfer to a new owner, and when they expire.	☐ Yes	☐ No
10	**Do you know what you want after the sale?** Your timing, the income you need, and how involved you'd like to stay.	☐ Yes	☐ No

Count your "yes" answers

8 to 10	Ready. Your business is in good shape to sell. A conversation now can help you plan the timing.
5 to 7	Nearly there. A few fixes over the next year could make your business easier to sell and worth more.
0 to 4	Start planning. Give yourself one to two years to get ready. That's normal, and it's time well spent.

Whatever your score, we're happy to talk.

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