

A general guide to the sales process



Prepare

yourbusiness will meet with you to establish whether selling your business is the right move. We will assess the value of your business and discuss with you its 'saleability'. We can answer any questions you may have and look at all the options available.

Instructions

Once you are satisfied with everything we have discussed and we are satisfied we can sell your business for a price you are happy with, we will take your instruction to sell.

Information and Documentation 'Due Diligence'

You will need to provide us with all the required documents to ensure we can market your business as effectively as possible. Any Buyer will want to see precise details of your business. This process is called 'Due Diligence'. Please note that all information will be kept confidential until we have prior permission from you to release it.

Marketing

We will start marketing your business and developing an individual plan to ensure we obtain qualified prospective buyers. All of this will be discussed with you prior to implementation.

Prospective Buyers

Any interested parties will be qualified by our comprehensive screening process. Once they are approved we will release your details to them.

Offers

If we receive an offer for your business, we will inform you so you can consider it. You may decide to accept the offer, alternatively we can submit a counter-offer. Most offers will be subject to contract and due diligence. We will negotiate to ensure you achieve the best price possible for your business.

Acceptance

Once you have an offer you are happy with and you accept it. We will create a Heads of Agreement. This will outline all aspects of the deal and its terms in plain English.

Due Diligence

This is the legal element of the transaction where the buyer will check legally and financially the business has been accurately presented. This step is fundamental in achieving a successful sale. Our approach is to have covered as much of this information as possible in the process so far so that there are no surprises or delays.

Introduction and meeting

Once a buyer has been screened and they are interested in buying your business, an initial meeting will be set up. This gives you the opportunity to meet and speak with the buyer and they can talk to you further about your business.

Completion

A date will be set when all the parties involved will sign the final contract. Monies will be exchanged and the business will be transferred to the buyer.

Handover

The Handover will take place.