

THE NEO TEAM

Exit & Partnership Readiness Checklist

A guide for mission-minded business owners preparing to sell, scale, or find a strategic partner.

1. Clarify Your Personal Goals

- I know what I want life to look like after my exit or partnership.
- I've identified whether I want a full or partial exit.
- I've considered my ideal level of future involvement.

2. Assess Your Business Readiness

- My business can operate without me day-to-day.
- Our financials are clean, accurate, and up to date.
- We have documented systems and processes.
- Key customer and vendor relationships are secure and transferable.

3. Understand Your Options

- I understand the difference between a full sale, partial sale, and strategic partnership.
- I've thought through succession or legacy planning options.
- I've considered the pros and cons of each transition path.

4. Assemble Your Exit Team

- I have an experienced M&A advisor I trust.
- My CPA understands tax implications of a sale.
- My attorney has experience with business transactions.
- My financial advisor is helping me plan post-exit.

5. Prepare Emotionally and Spiritually

- I've reflected on how this transition aligns with my faith and calling.
- I'm emotionally ready to step into a new chapter.
- I've sought wise counsel to guide my decision-making.