

## Exit Review Scan – Questionnaire

	Yes	NO
1. Did you already think about the possible scenarios of selling your shareholding (sale to industrial parties, private equity, 100% sale, partial sale, MBO, ...) ?	<input type="radio"/>	<input type="radio"/>
2. Do you have an idea about the potential buyers of your business ?	<input type="radio"/>	<input type="radio"/>
3. Do you have a recent business valuation or do you know how much your business could be worth ?	<input type="radio"/>	<input type="radio"/>
4. Do you have a business plan for the next 3 years ?	<input type="radio"/>	<input type="radio"/>
5. Did you make a complete SWOT analysis of your company ?	<input type="radio"/>	<input type="radio"/>
6. Do you have a target date in mind about the sale of the company and how you intend to organize your company in order to sell it in the most optimal way, taking into account your company's SWOT analysis ?	<input type="radio"/>	<input type="radio"/>
7. Are there any possible restrictions in the area of taxation, environment and soil or in the operations of the business that could possibly complicate or obstruct the sale of your company ?	<input type="radio"/>	<input type="radio"/>
8. Is your company organized in a transparent way in view of being sold in the most optimal and tax friendly way (split-off of non-core activities, merger of different entities, alignment of book years, ...) ?	<input type="radio"/>	<input type="radio"/>
9. Is there a mixture of company's assets and private assets (non-operational property, current accounts, real rights like building rights, leasehold, usufruct, ...) ?	<input type="radio"/>	<input type="radio"/>
10. Is your working capital requirement at an optimal level and are the inventory levels and trade receivables properly followed up (including write-off of obsolete stock and doubtful debts) ?	<input type="radio"/>	<input type="radio"/>
11. Did you already check and inventory the most important commercial agreements, the real estate, lease agreements, intellectual property rights and litigation ?	<input type="radio"/>	<input type="radio"/>
12. Can you freely transfer your shares, or are there any transfer restrictions like pre-emption rights and approval rights, pledge on shares, usufruct on shares, stock option programs for employees, ... ?	<input type="radio"/>	<input type="radio"/>
13. Could the business be run without the implication of the selling shareholders and is the company's management willing to stay after the sale ?	<input type="radio"/>	<input type="radio"/>
14. Are you, as a seller, willing to stay during a transition period if required ?	<input type="radio"/>	<input type="radio"/>
15. Are all shareholders emotionally prepared to sell the company ?	<input type="radio"/>	<input type="radio"/>

In a first meeting we can discuss the results of the Exit Review Scan in order to see to which extent your company is exit ready.  
Please send your completed Exit Review Scan to [info@omnicap.eu](mailto:info@omnicap.eu)

## HOW TO PREPARE SUCCESSFULLY YOUR BUSINESS FOR SALE ? EXIT REVIEW SCAN

### Exit Review Scan

A timely and thorough preparation of the sale process increases significantly the chances of a successful sale of the company and the maximization of the sales price regardless the economic and investment climate.

OMNICAP developed the Exit Review Scan in order to assist the shareholders and entrepreneurs in the preparation of the sale of their company.

The Exit Review Scan identifies the strengths, weaknesses, opportunities and threats of the company within the framework of a future sales process. The company will be looked at from the perspective of a potential buyer.

The Exit Review Scan aims to position the company in the most attractive way for potential

buyers by focussing, prior to the sales process, on the value drivers of the company and by managing or eliminating the identified risks and deal breakers.

Do not hesitate to send us back the completed Exit Review Scan by email or mail and we will provide you the results of this Exit Review Scan.

In a first exploring meeting we could discuss with you the results of the Exit Review Scan in order to determine to which extent your company is ready for sale.



### Action plan

As a result of the Exit Review Scan OMNICAP can draft a hands-on action plan tailored in function of the complexity of the SME. This action plan aims to

create shareholder value within the framework of

a future sales process.

This action plan can encompass the following aspects:

- Determination of the strategic options and goals
- External evaluation of the business to ensure that the seller focusses on the value drivers that increase the sales price: reputation, product differentiation, innovation, customers, ...
- Presentation of the business in an appealing way to potential buyers: financial reporting, normalisation of historical figures, determination of upside potentials and synergies, ...
- Identification and limitation of the weaknesses and risks that will be cited by the buyer within the framework of a due diligence: tax risks, social risks, environment, ...
- Optimisation of the capital structure of the company
- Optimisation of the working capital requirement
- Split-off of private assets from the business assets
- Split-off of the real estate from the operational entity
- Alignment of the shareholders regarding the sales process and their expectations
- Agreement on implication and loyalty from the management
- Inventory of contracts and legal documents and composition of the dataroom

The knowledge and expertise of the management will be required and, as the case may be, there will

be worked in close collaboration with the external accountant of the company. The aim is to provide focused, relevant and consistent high quality information to the potential buyers.



## Process

Once the entrepreneur returned the completed Exit Review Scan, we can discuss the results in a first exploring meeting. Based on these results an action plan will be drawn up. OMNICAP can assist the entrepreneur in the implementation of this action plan, after which the company is ready for sale. Hence, the sales process can be started in the most optimal conditions and the company can be successfully sold.



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