

Pre-Liquidity Preparation Company / Business Sale Checklist



Ownership & Structure

- ☐ Review and confirm ownership structures (trusts, companies, hybrids).
- ☐ Review trust deeds, company constitutions, and purchase records.
- ☐ Assess appropriateness of structures for potential purchasers.

Tax & CGT

- ☐ Understand capital gains tax implication.
- ☐ Obtain specialist advice, including modelling potential transaction scenarios and tax outcomes.
- ☐ Apply relevant CGT rollovers where applicable.

Due Diligence

- ☐ Conduct early legal and financial due diligence.
- ☐ Consider a vendor due diligence process to address any tax issues early, in order to minimise adjustments, and maximise value of the sale.

Shareholders & Stakeholders

- ☐ Review and update shareholder agreements (if required).
- ☐ Clean up and confirm share registers — ensure all stakeholders are recorded correctly.
- ☐ Consider whether appropriate to make structural changes (e.g., buy out minority holders, restructure family arrangements).

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Family & Strategic Decisions

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Align family decisions on reinvestment vs distribution of proceeds.

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Consult with family stakeholders and review the family constitution.

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Consider the tax impact of future use of the proceeds.