The ExitMap® Express™ Process

▶ Client Responsibility
▶ Advisor Responsibility
▶ Joint Exercise

Meeting #1: Discovery

- a. ***ExitMap® Analysis***© Debriefing (full Analysis review)
- b. ***Business Baseline***© Interview
  - i. Key Employee Information
  - ii. Processes and Systems
  - iii. Your Advisor Team
  - iv. Multiple Owners, Buy/Sell Agreement
  - v. Family Business Transfer
- c. Review ***Documentation Checklist***

Meeting #2: Testing the Vision

- a. Complete the ***Owner Centricity Quiz***© (15 minutes, online submission)
- b. Complete ***Cash Flow Calculator***©: SDE and EBITDA (online joint exercise)
- c. Complete ***Cash Flow Illustrator***© (prefilled by advisor except for SDE)
- d. Complete ***Retirement Guesstimator and Distance to Goal Triangulation***© (online illustration and discussion)
- e. Complete ***Seller's Sanity Check***© (online joint exercise)
- f. Complete ***Personal Vision Builder***© (online joint exercise)

Meeting #3: Organizational Readiness

- a. Enter results from ***Owner Centricity Quiz***© in ***Management Succession Worksheet***©
- b. Complete ***Management Succession Worksheet***© (electronic form)
  - i. 2-Deep version for delegation to individual
  - ii. 3-Deep version for delegation to individual with backup

Meeting #4: Strategy Presentation

- a. Review Plan for acceptability.
- b. Discuss alternatives and modifications.
- c. Discuss organizational and personal needs.
- d. Review changes.

Meeting #5: Client Final Acceptance and Action Items Next Steps

The Final ExitMap® Express™ Plan is a customized actionable report and summary of the work completed together. It includes details defining owner objectives, plus a list of the actions required to increase enterprise value, transfer operating responsibilities, and transition from the business.

- a. Review updated ***Final Plan (Your ExitMap®)***.
- b. Discuss Action Items and Next Steps.
- c. Assign Action Items for Implementation.