

## Succession Planning Quiz - Are You Ready?

### What Is Succession Planning?

Succession planning is the development and implementation of a strategy for the transfer of management, leadership and ownership of a business. It is a process, not an event. The chances of success are greater the earlier the planning starts and the better the plan is designed.

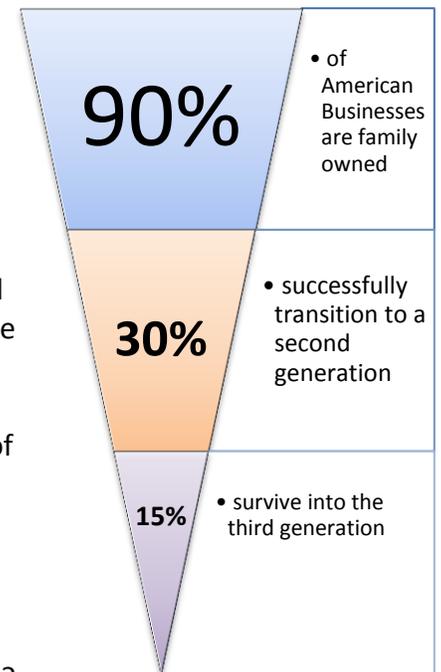
### The Process Should Focus On These Areas:

1. The financial and legal structure of the transfer including valuing the business
2. The emotional impact of the family
3. The actual running of the business under the new leader

### Ten Things To Consider

These are a few of the decisions that need to be considered and planned for. After reviewing this list, start the discussion with family and enlist the assistance of a qualified professional to create a formalized plan.

1. Have you established your personal retirement goals?
2. Is there a vision for the transfer of ownership and management of the company?
3. Has a successor been identified and are they interested?
4. Have you considered the emotional impact that the leadership decisions may have on the family?
5. Is there an estate tax strategy determined for asset transition?
6. Is there sufficient liquidity in the business for a smooth transition?
7. If assets will be transferred, is there a "buy-sell" agreement in place?
8. What is the contingency plan if the owner dies or becomes unable to work before plans are finalized?
9. Are there stock-transfer techniques or alternate corporate structure that can be taken advantage of?
10. Has there been a recent business valuation?



### Action Plan

- Start the process now by reviewing your personal retirement plans with family
- Create your succession planning team which should include a tax planning expert and legal counsel
- Create and/or update your tax and estate plans
- Determine your leadership role during and after the business succession

**Contact SVA to get started on your succession planning.**

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