

Legal checklist:



Checklist

- Privacy Consent and Disclosure Form
- Snapshot of existing and proposed lending facilities, both business and personal
- Details of your group structure, including ownership, key management and number of staff
- Loan Application Form for each partner/guarantor
- Loan Features Form (NCCP regulated loans)
- Confirmation of clear tax (accountant prepared letters with ATO portals confirming the same will be required if deal progresses)
- Past two years of financial accounts (including balance sheet and P&L detailing breakdown of income as follows):
 - include split of revenue by area of practice and by each partner
- Year to date management accounts (including balance sheet and P&L detailing breakdown of income as above)
- Aged debtor and WIP listing from practice management software
- Details of partner salaries and benefits if not clearly itemised in the above
- Forecasts for coming twelve months



If acquisition

- Background of sponsors and strategy behind proposed transaction
- Forecast figures post acquisition
- Historical accounts for the business being acquired (including breakdown of upfront and recurring income for risk and investments)
- Contract of sale and details of acquisition (including details of any tranche payments)