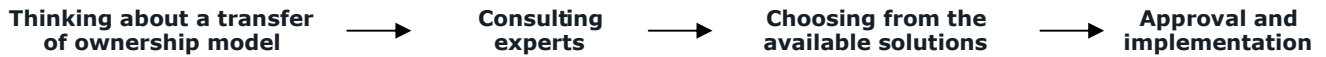


The steps in the process of the transfer of ownership are generally the following:



For each of the steps of the process, you should make a list of elements or activities to complete and their respective timelines.

Be as precise and detailed as possible.

Next, note down what you have already accomplished up to this point. What is completed? What is left to be completed?

Process Steps	Plan Elements (examples)	Timeline	Completed	To Complete	Person Responsible
<i>Choosing a transfer of ownership model</i>	<ol style="list-style-type: none"> Thinking about and discussing the terms of distributing ownership Choosing a transfer model Communicating the choice 				
<i>Consulting experts</i>	<ol style="list-style-type: none"> Financial diagnostic and establishing the company's value Choosing a transfer model Reviewing tax strategies Developing a financing package 				
<i>Choosing from the available solutions</i>	<ol style="list-style-type: none"> Review of various scenarios with the team of experts and making a choice Negotiate financing 				
<i>Approval and implementation</i>	<ol style="list-style-type: none"> Put required structures in place: create companies, share classes, contracts, agreements, etc. Finalize financing Effective transfer of ownership 				