

# Valuation Readiness Checklist

40 essential items across 5 categories to prepare for your valuation engagement.

## Financial Statements

- |  |  |
|--|--|
| <input type="checkbox"/> Income statements (3-5 years) | <input type="checkbox"/> Year-to-date financials |
| <input type="checkbox"/> Balance sheets (3-5 years)    | <input type="checkbox"/> Revenue breakdown       |
| <input type="checkbox"/> Cash flow statements          | <input type="checkbox"/> Gross margin analysis   |
| <input type="checkbox"/> Monthly/quarterly P&L         | <input type="checkbox"/> Operating expenses      |

## Projections & Forecasts

- |  |  |
|--|--|
| <input type="checkbox"/> Revenue projections (3-5 yrs) | <input type="checkbox"/> Working capital needs |
| <input type="checkbox"/> Expense assumptions           | <input type="checkbox"/> Growth drivers        |
| <input type="checkbox"/> EBITDA/profit projections     | <input type="checkbox"/> Market opportunity    |
| <input type="checkbox"/> Capital expenditure plans     | <input type="checkbox"/> Customer acquisition  |

## Corporate Documents

- |  |  |
|--|--|
| <input type="checkbox"/> Cap table (fully diluted) | <input type="checkbox"/> Financing documents     |
| <input type="checkbox"/> Articles of incorporation | <input type="checkbox"/> Convertible notes/SAFEs |
| <input type="checkbox"/> Shareholder agreements    | <input type="checkbox"/> Board meeting minutes   |
| <input type="checkbox"/> Option pool details       | <input type="checkbox"/> Litigation summary      |

## Business Information

- |   |  |
|---|--|
| <input type="checkbox"/> Company overview/deck      | <input type="checkbox"/> Vendor relationships    |
| <input type="checkbox"/> Product descriptions       | <input type="checkbox"/> Team org chart & bios   |
| <input type="checkbox"/> Customer list w/ revenue % | <input type="checkbox"/> Technology/IP overview  |
| <input type="checkbox"/> Key contracts summary      | <input type="checkbox"/> Competitive positioning |

## Market & Industry

- |  |  |
|--|--|
| <input type="checkbox"/> Industry overview       | <input type="checkbox"/> Regulatory notes      |
| <input type="checkbox"/> Comparable companies    | <input type="checkbox"/> Geographic breakdown  |
| <input type="checkbox"/> Recent M&A transactions | <input type="checkbox"/> Competitive landscape |
| <input type="checkbox"/> Market size & growth    | <input type="checkbox"/> Industry benchmarks   |

Track progress, questions, and follow-up items for your valuation engagement.

Book a call at [vantagepoint.finance/contact](https://vantagepoint.finance/contact)