



Due Diligence Checklist

Intellectual Property Rights

What do they own?

What do they licence?

Any potential IPR infringements?

Employees

What do their contracts include?

Are any missing a contract?

Any ongoing tribunals or disputes?

Any ongoing grievances or disciplinaries?

Are there any management or supervisory issues to be aware of?



Due Diligence Checklist

Equipment

What is owned outright?

What is owned on finance?

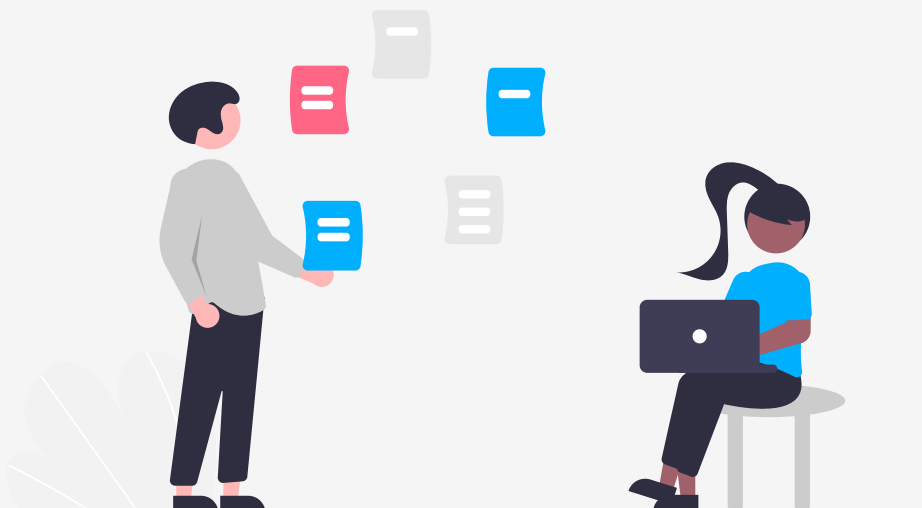
What is leased?

Are all lease / finance payments up to date?

What condition is the equipment in?

Have key items been tested and calibrated?

What is included in the deal and what is being retained?





Due Diligence Checklist

Premises

- Leasehold or Freehold?
- Financing arrangements?
- Details of Lease?
- Service Charge and Insurance details?
- Any rent arrears or disputes?
- Any structural concerns?
- Searches & Surveys
- Clean Land Registry Title?
- Any environmental issues?



Due Diligence Checklist

Trade Contracts

- Value of contracts?
- Contract terms?
- Any unusual or onerous clauses?
- Relationships with contract partners?
- Any loss-making contracts?
- Any new contracts / contract renewals in negotiation?
- Are all payments up to date?



Due Diligence Checklist

IT & Software

- Is the IT in place to run the business?
- Are all software licences current?
- Any known issues with hardware or software?
- Does the infrastructure permit scalability?

Litigation and Disputes

- Any active court proceedings?
- Any potential or pending court proceedings?
- Are the claims covered by insurance?
- Opportunities for settlement?