

# BIZQUIZ

## The BizEquity Business Owner Succession Planning Quiz

You're running a business – and planning for the future is important. But you may be putting off some VERY key issues. Take the **BizEquity® BIZQUIZ™**, designed to make you think about the most important decisions that could effect the future of your business.

NAME \_\_\_\_\_

DATE \_\_\_\_\_



Do you have a written **“Out of Office Plan”** (6 months no contact with staff or clients)?

YES

NO



Do you have an **“If Something Happens to me Letter”** that would be mailed out to your staff and clients?

YES

NO



Do you have a written **succession plan** documented with your successor or family members?

YES

NO



Could your business operate if you **missed an extended period of time**?

YES

NO



Do you know **who would run the company** if you had an extended absence?

YES

NO



Have you had **business appraised** within the last 3 years?

YES

NO



Do you plan to **fund your retirement** with the sale of your business?

YES

NO

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