

# MATERIAL CONTRACTS DUE DILIGENCE CHECKLIST

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This checklist contains documents and information related to technology and material contracts that a seller might request from a buyer.

MATERIAL CONTRACTS	OWNER	COMPLETE?	DATE OF COMPLETION	NOTES
Why is the owner selling?				
Have there been any previous attempts to sell?				
Has the company merged with or acquired other companies?				
Contracts with customers and suppliers				
Contracts that involve payments exceeding a material dollar amount				
Equipment owned or leased				
Contracts that, if terminated, would bring about a material adverse effect on the company				
List of parties that have to approve material contracts following a shift in control or assignment				
Contracts or agreements that impose competition restrictions on the company (or the buyer) in lines of business, in a geographic region, or with another person				
Credit agreements, guaranties, and loans				
Distribution, sales agency, dealer, or advertising agreements				
Equity finance agreements				
Exclusivity agreements				
Franchise agreements				
Indemnification agreements				
License agreements				
Limited liability company/operating agreements				

Partnership/joint venture agreements				
Power of attorney agreements				
Real estate leases/purchase agreements				
Settlement agreements				
Union contracts/collective bargaining agreements				

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