

M&A ROLES AND ASSIGNMENTS

MANAGING DIRECTOR

- Obtain New Clients
- Pricing Deals (With CFO)
- Budget (People Resource Skills)
- Deal Structuring (Term Sheets/LOI)
- Case Analysis and Assumptions
- Determine Strategic/Financial Buyer
- Final Term Sheet Analysis
- Begin Purchase Agreement
- Find Lawyer/Interview Lawyer
- Complete Due Diligence
- Complete Purchase Agreement
- Closing

EXECUTIVE DIRECTOR

- Acquire New Clients
- Determine Internal or External Sale
- Acquire New Buying Groups
- Pitch Prospective Buyer List to Seller
- Email Teaser/NDA
- Management Meetings
- Buying Group Meetings
- Managing Existing Groups
- Travel/Planning Visits to B.G.
- Proofreading CIM

FINANCIAL VICE PRESIDENT

- Valuation Predeal
- Data Gathering
- Complete Offering Price Analysis
- Own P&L and Adjusted EBITDA
- Post LOI: Managing Financial Due Diligence
- Prepare Arguments for TTM adj. EBITDA
- Communicating with Client's Financial Team
- Conferring and Discussing Case Negotiations
- Negotiating Adjustment to EBITDA
- Case Analysis and Assumptions

VICE PRESIDENT

- Process Letter
- Deal Structuring (Term Sheets/LOI)
- Qualitative Analysis
- Proofread CIM
- Deal Summary
- Proofread Buyers List
- Industry and Ad Hoc Market Research
- Oversee Intern Activities in Absence

ASSOCIATE

- Oversee Interns
- NDA
- Teaser
- Buyers List
- Potential Client List
- COMPS
- CIM
- Modeling
- Industry Research Proofread

INTERNS

- Draft NDA
- Draft Teaser
- Prospective Buyer List with Contacts
- Follow Up Phone Campaign
- Building Assumptions Presentation
- Article Write-Ups
- Potential Seller Outreach
- CIM
- COMPS
- Industry Research
- Axial