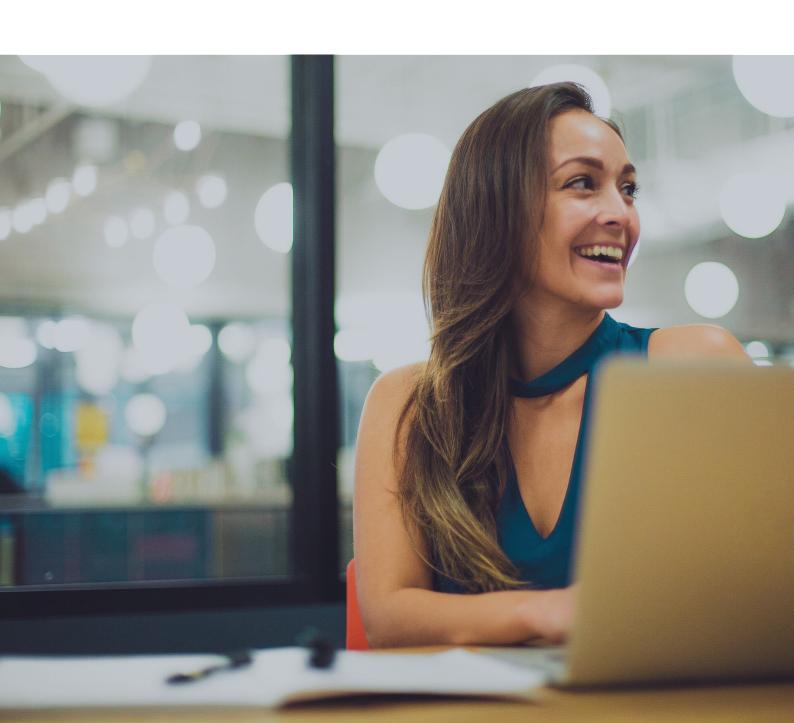
### Flippa

## Start Selling on Flippa



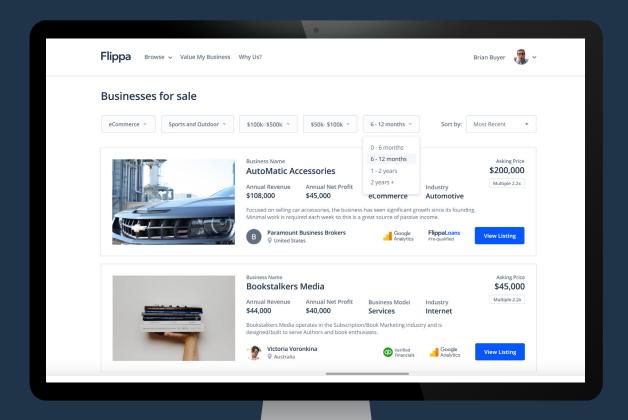
# It's easy to sell your business on Flippa!

Want to list fast, connect with buyers and sell your business to someone just as passionate as you?

#### You're in the right place.

Flippa is a safe and secure place to sell your business. A business sells on Flippa every hour.

This 2019 Flippa Seller Guide will help you to start selling and provide details on improving your listing, naming your price and getting paid.



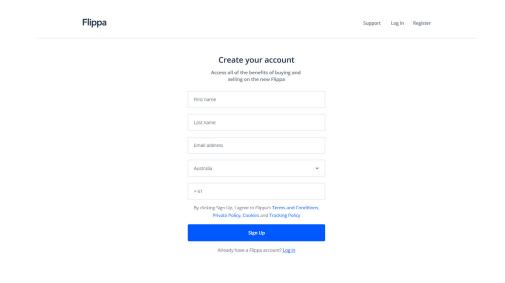
### 1. How do I start selling?

To sell on Flippa, you will need to verify your identity and <u>register</u> as a Seller.

Once registered, start selling by selecting **Start Selling** on Flippa. com.

If you have been trading for more than 6 months, are currently generating a profit and have a verified P&L (Profit & Loss) statement, you should choose **Sell My Business**.

If not, you may like to **Sell Your Asset** on Flippa. An asset on Flippa is considered is a domain name, starter website (not yet profitable) or app.



Register to start selling

#### 2. What does it cost to list?

Flippa charges \$15 per month. A success fee is payable with a successful sale. This fee is dependent on the achieved sale value. **View success fees.** 

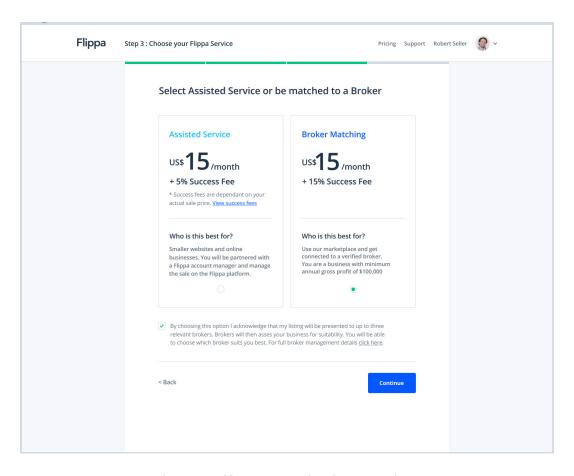
# 3. What is the difference between Flippa self Service and Broker Matching?

You can choose to **Sell Your Business** on Flippa via our *Self Service* or our *Broker-Matching Service*\*.

With **Self Service**, a Flippa account manager will assist you with the sales process but you will ultimately represent yourself when communicating and negotiating with buyers.

With our **Broker-Matching Service**, we will connect you with one of our expert and specialized broker partners, who will manage the entire sales process for you. Flippa will still oversee the sale, market and promote your listing.

\*Note that you can only use the Broker-Matching Service if your business has an annual net profit exceeding \$100,000.



Choose self service or broker matching

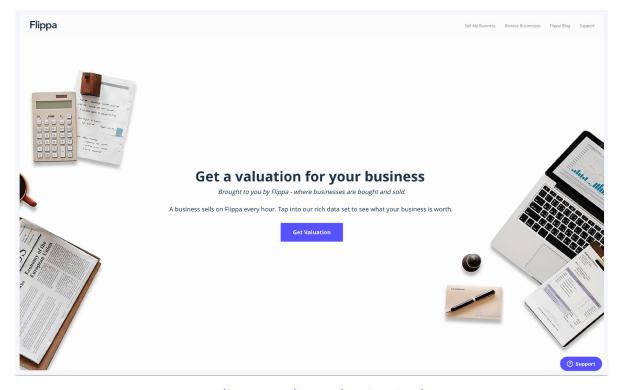
### 4. What can/should I sell my business for?

Not sure what asking price to set for your business? You can get a sense of how much your business is worth using Flippa's <u>Online Valuation Tool\*</u>. You can tweak this price to suit you.

At Flippa, an online business generally sells at a negotiated value of between a 2-4x multiple of earnings, or 2-4 x net annual profit.

Be sure to keep your **asking price** close to buyer expectations. Avoid ambit claims with the view that eventually you will negotiate down. A reasonable seller valuation is always the key to a successful sale! You are better off being more reasonable, attracting interest from multiple prospective buyers and then negotiating up on the basis of demand.

\*Flippa's Online Valuation Tool produces a general sale estimation range and should be used as a guide only.



Flippa's Online Valuation Tool

### 5. How do I create a listing?

When you are ready to list your business, you will start by describing what you're selling and setting a price.

Be sure to give your listing a **clear**, **concise** and **compelling title** and a **detailed**, **easy-to-read description**. Use correct spelling and complete, grammatically correct sentences. The more information you can provide, the better. A **business with a more detailed description is considered to be more valuable and <b>professional**. It will attract more buyer interest and is likely to sell at a higher price than a business with a short, less detailed description.

#### This is a good example:

"Beverly Diamonds is a leading online jewelry retailer. Founded back in 2002 we were one of the first and today we are one of the largest online jewelry retailers. 2018 Revenue totaled \$2.2m. This business has invested in growth with significant material opportunity for further acceleration. The 2018 turnover represents 48% YOY growth. We're proudest of our customer reviews. Across review websites like TrustPilot, The Knot and WeddingWire we are consistently ranked 5 out 5. This sets us apart and the word of mouth flow on effect makes referrals our single biggest customer acquisition strength.

#### On site we sell:

- Engagement Rings
- Wedding Sets
- Earrings & Studs
- Pendants
- Bracelets

The site itself is well optimized with full product merchandising including 360-degree imagery and video reviews. And, we've seen success with our financing product powered by Affirm.

Branding wise we are well respected and consistently receive media coverage from the likes of the ABC, CNBC, TheKnot and other mainstream publishers/media.

NOTE: Approximately \$250,000 in expenses can be added back and will be disclosed as SDE (Seller Discretionary Earnings)."

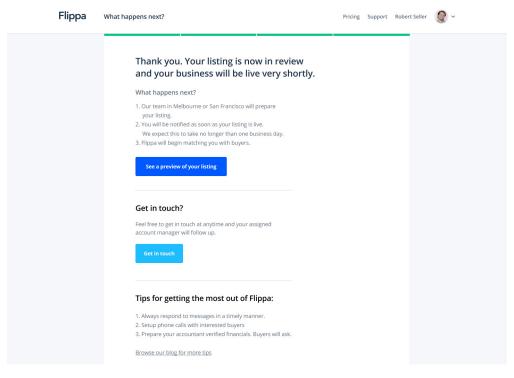
You will be asked to outline **key aspects of the business**, its operation, performance and points of difference. Specifically, you will need to describe your business (in one-line), what it does, its core propositions and operations, how it makes money, why someone would want to buy it and how they could improve it.

You will also need to nominate **business strengths**, **opportunities**, **key day-to-day operations** and **marketing tactics**. We have some pre-set options for you to select.

If you make a mistake, or need to take a break, don't stress. You can save a draft of your listing and go back and finish it later.

### I'm stuck and I'm not sure if I've done the best job describing my business. What should I do?

Don't stress, your account manager will review your listing and call you to make amendments and improvements if necessary. During the call, you will be asked a series of questions. It's important to answer all these questions in as much detail and as truthfully as possible. There's no point in keeping skeletons in the closet. .



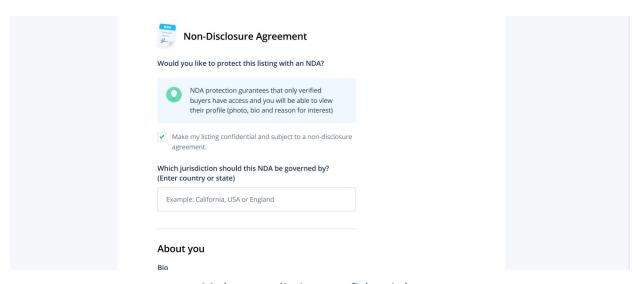
Our team will prepare your listing

### 6. Can I keep my business name and URL secret?

At Flippa, we understand the importance of privacy. You may not want everyone to know you're selling.

For this reason, we have **private** listings. You can change your listing to 'private' during the listing creation process. If your listing is private, the business name and URL is hidden. All other information and attachments will however remain visible so **be careful when revealing identifiable information**.

A verified, interested buyer can ask to see the business name and URL in the discussion forum. They will be asked to sign an **NDA**. You may approve or disapprove their request.

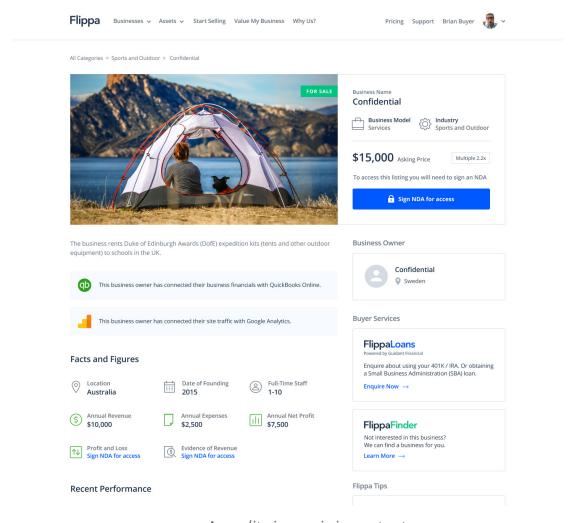


Make your listing confidential

#### 7. Do I have to provide a photo?

Yes. Please upload a **clear**, **high-quality image** to represent your business. Choose carefully. This photo should allow buyers to immediately understand the nature of your business. We recommend a **webpage or storefront screen grab**. Please don't add borders, text or watermarks as Flippa will also use it for marketing.

You will also need to upload a 120px x 120px image for your user account. This needs to be a photo of you, the owner of the business, or someone with the rights to sell the business (a designated representative or company director/principal).



A quality image is important

# 8. What financial information do you need?

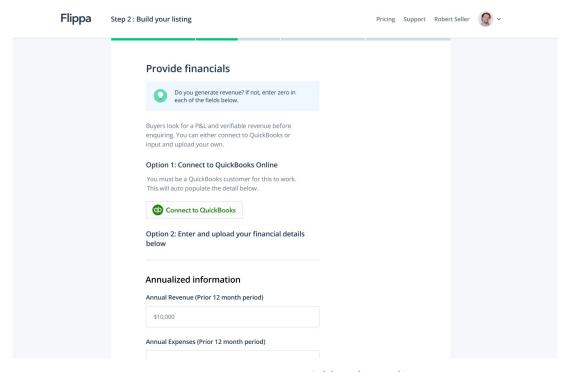
A **critical part** of your listing is the financial information that you provide.

You will be asked to provide both a **Profit and Loss Statement** (**P&L**) (ideally 12 months, or at least 6 months) and **evidence or proof of revenue** to help buyers fully understand the financial health of your business.

A P&L is a financial statement that summarizes the revenue and expenses incurred by the business. It comprises revenue (income and sales), operating expenses and add-backs\*.

You will then need to **verify revenue**. For example, this may take the form of an extract from the reporting section of your eCommerce platform (such as Shopify or Amazon), the reporting section of your monetization portal (such as AdSense) or any accounting software (such as QuickBooks or Xero).

\*Note: Flippa does enable a one click connect to Quickbooks Online. For Quickbooks users this takes the hard work out of the financial verification stage. Simply login and the system will extract and publish the data. This is optional.



You can connect to Quickbooks Online

A seller discretionary expense could be included as an add-back as it is not required to operate and manage the business. It is something that could be reduced or even completely eliminated in the short-term with no immediate impact on the profitability of the business. For example, building or equipment maintenance, research and development, employee training, advertising.

Finally, we encourage all business owners to input financial data (revenue and expenses) for the prior three months.

This helps prospective buyers ascertain the current performance of your business, something most say is critical to determining interest.

### 8a. I've never invested time and energy into my accounts, they aren't up to date and are a bit of a mess.... What should I do?

Speak with your Flippa account manager. Flippa offers a one-time bookkeeping service for a small fee. You'll provide access to your bank feeds (a.csv file) plus other key financial information and we'll pull this together for you.

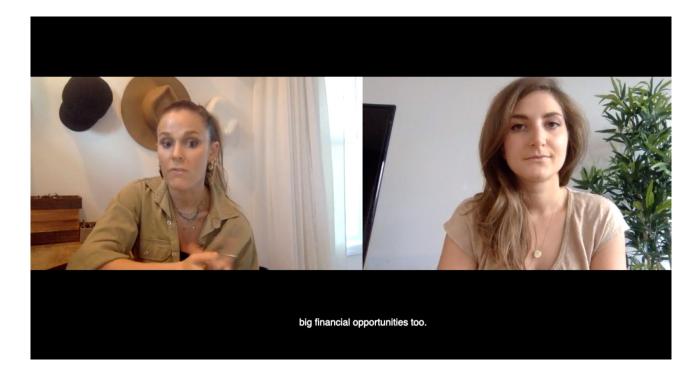
## 9. What support is available to help me with the sales process?

When you list on Flippa, you will be allocated an account manager, get access to our 24/7 support team and our world-class buyer matching engine. Once live, your account manager will contact you within 24 hours to welcome you to the platform and explain how to improve your listing.

# 10. How does Flippa help me market my business?

Flippa will endeavor to market and promote your listing to generate exposure, leads and ultimately achieve a high sale price.

Your listing will be buyer matched, featured on our social media platforms and included in our newsletter or featured in our seller interview series.



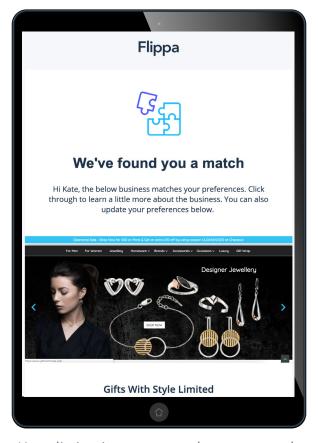
Our Flipper interview series

# 11. How can I increase exposure to my listing?

We also offer free, optional business listing syndication to increase exposure to your listing. Websites and directories include Axial, BizBuySell, DealStream and Businessesforsale.com.

### 12. How do I connect with buyers?

Flippa has the **world's largest buyer pool**, with over \$1.2bn in available funds. Our first to market buyer matching technology is designed to connect you with a buyer who will be as passionate about your business as you are. **How does this work?** Well, we talk to our buyers and they tell us what they are looking for. As you onboard and input details into our platform, our algorithm searches for suitable matches. When your business meets their criteria we notify them of your listing via email.

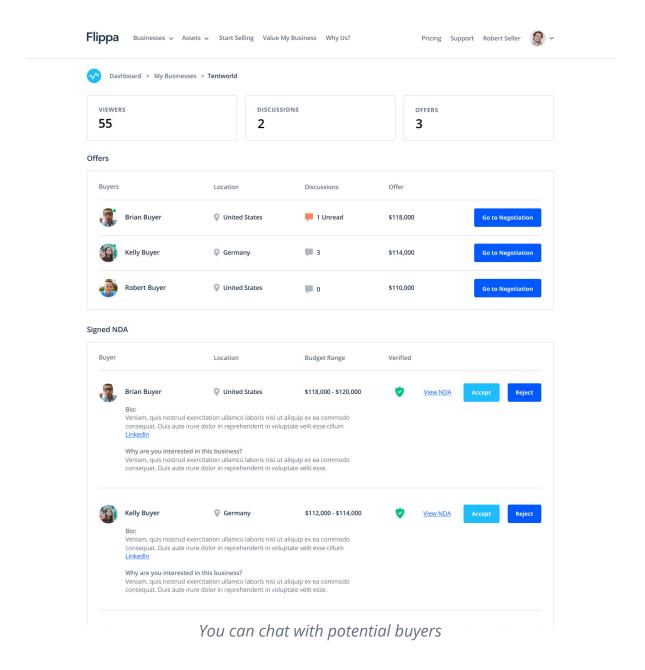


Your listing is sent to our buyer network.

# 13. How do I communicate with buyers?

If a buyer is interested in your business, they can contact you via the **Flippa discussion forum**. Here, you and the buyer can discuss, negotiate and agree on terms. Or, you may hear from one of our buyer managers directly. They work with high-value buyers and present relevant businesses for their consideration.

We monitor all discussions so please ensure any discussions are polite and courteous.



### 14. I have been made an offer. What do I do?

We recommend that you let your account manager know when you first receive an offer. They can help **verify the authenticity of the offer** and the buyer's ability to pay. They will then work with you to understand the terms of the offer, if any.

For a business, we advise against accepting an offer prior to having a discussion with the prospective buyer. You do not have to accept an offer, you may counter or reject. If you do decide to accept the offer, you end the sale and commit to selling the business to the buyer. But the process doesn't end there. The buyer may want to conduct further due-diligence.

The due-diligence process can take time depending on the complexity of the business. You will need to prepare ahead of time to ensure you have everything in place including access to key documentation.

Once due-diligence is completed to the satisfaction of the buyer, the buyer is likely to request a contract of sale to document what has been agreed. You can either supply this or the buyer may insist that it's on their paper. If you get stuck, ask your account manager.

### Does Flippa help with a contract of sale and transferring funds?

We have a dedicated post sales enablement team to assist with the final stages of the sales process. We have a template sales agreement available for your convenience, however we recommend you seek your own legal advice with respect to the final contract of sale.

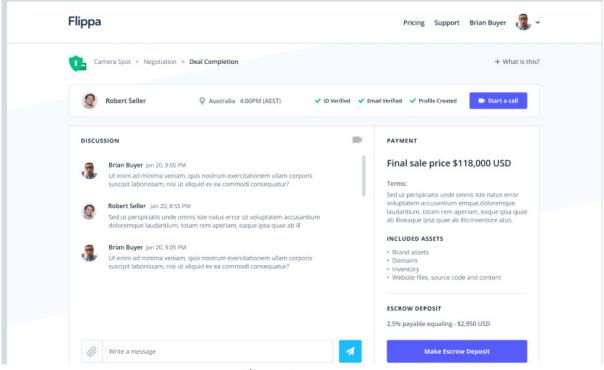
### 15. How do I get paid?

You nominate your bank account of choice and we facilitate the rest. Flippa is here to make it easy for buyers to pay you. We even have Flippa Escrow built into the platform.

### 16. What is escrow and how does Flippa's escrow work?

**Flippa Escrow** is our safe and secure payment service. It is powered by Assembly payments and backed by a bank. An escrow transaction is where a third party receives, secures and then disburses money from a buyer to a seller during a high-value transactions. In essence, **Flippa holds the funds during the transaction essentially adding a layer of protection**. This way, you know that the money is safe and secure. There is no charge to use Flippa Escrow. Flippa Escrow accepts bank or wire transfers and major debit/credit cards. **It does not accept AMEX.** 

Note: We do not recommend credit card payments for high value purchases.



Flippa Escrow

Flippa Escrow protects you by providing you with clarity when a buyers payment has been received and cleared into our Flippa escrow wallet. You only start transferring assets when you know that funds have safely and securely arrived.

Flippa also protects buyers by securely holding onto payment until it is time to authorize it to be released. This occurs once the buyer confirms receipt of your assets/business.

# 17. I saw something I like for sale on Flippa. Can you help me as a buyer?

Sure, Flippa offers the Flippa finder service. This is where one of our team hunts for opportunities on and off the platform based upon what you want. Find out more about this **here**.