



JOHNSON&BOON
SOLICITORS

**BUSINESS SALES
& PURCHASES**

JOHNSONANDBOON.CO.UK

FEE STRUCTURES

We understand that you will want peace of mind in relation to the fees that you are incurring. As such we have developed three packages which cater for differing levels of involvement in the process. This allows you to control the elements of the transaction that we do and do not assist with.



ASSET SALES/PURCHASES - VALUED UP TO £100,000

These are the fixed fee packages available for asset sales/purchases valued up to £100,000.

GOLD

Comprehensive package for either Share or Asset Purchase/Sale

Fixed fee - £4,800.00 plus VAT

This price includes all communications with you and other parties.

Within this package we will deal with:

- Heads of terms
- Drafting basic legal due diligence questionnaires or advise in relation to responding to questionnaires
- Asset Purchase / Share Purchase Agreement (drafting/negotiating)
- Up to 3 miscellaneous documents:
(These commonly include: Settlement Agreements, Resignation Letters, Consultancy Agreements, Waiver of Claims documents, Indemnity for Lack of Share Certificate, Share Transfer Funds, Minutes of Board Minutes, Power of Attorney re Voting – If more than 3 are available, they will be provided at a reduced price of £250.00 plus VAT each.)
- TUPE advice
- Disclosure Letter (advise, drafting, negotiation)
- Deal with completion

SILVER

Basic Share Purchase/Sale

Fixed fee - £2,250.00 plus VAT

This price includes all communications with you and other parties.

Within this package we will deal with:

- Share Purchase Agreement (drafting/negotiating/advicing)
- Disclosure Letter
- Director resignation letter
- Minutes of Board Meeting for completion
- Indemnify for lack of share certificate
- Waiver of Claims documents
- Deal with completion including the transfer of funds
- Share Transfer forms

The Silver Package does not include:

- Heads of terms
- Dealing with or advising in relation to Due Diligence
- Dealing with or advising in relation to additional documents not listed above

BRONZE

Basic Asset Purchase/Sale

Fixed fee - £960.00 plus VAT

This price includes all communications with you and other parties.

Within this package we will deal with:

- Asset Purchase Agreement (drafting/negotiating)
- Dealing with completion including the transfer of funds

The Bronze Package does not include:

- Deal with heads of terms
- Deal with or advise in relation to Due Diligence
- Disclosure
- Deal with or advise in relation to TUPE
- Deal with or advise in relation to any miscellaneous documents

ASSET SALES/PURCHASES - VALUED FROM £100,000 - £200,000

These are the fixed fee packages available for asset sales/purchases valued between £100,000 - £200,000.

GOLD

Comprehensive package for either Share or Asset Purchase/Sale

Fixed fee - £8,500.00 plus VAT

This price includes all communications with you and other parties.

Within this package we will deal with:

- Heads of terms
- Drafting basic legal due diligence questionnaires or advise in relation to responding to questionnaires
- Asset Purchase / Share Purchase Agreement (drafting/negotiating)
- Up to 3 miscellaneous documents:
(These commonly include: Settlement Agreements, Resignation Letters, Consultancy Agreements, Waiver of Claims documents, Indemnity for Lack of Share Certificate, Share Transfer Funds, Minutes of Board Minutes, Power of Attorney re Voting, Person of significant control notice – If more than 3 are available, they will be provided at a reduced price of £250.00 plus VAT each.)
- TUPE advice
- Disclosure Letter (advise, drafting, negotiation)
- Deal with completion

SILVER

Basic Share Purchase/Sale

Fixed fee - £4,800.00 plus VAT

This price includes all communications with you and other parties.

Within this package we will deal with:

- Share Purchase Agreement (drafting/negotiating/advicing)
- Disclosure Letter
- Director resignation letter
- Minutes of Board Meeting for completion
- Indemnify for lack of share certificate
- Waiver of Claims documents
- Deal with completion including the transfer of funds
- Share Transfer forms

The Silver Package does not include:

- Heads of terms
- Dealing with or advising in relation to Due Diligence
- Dealing with or advising in relation to additional documents not listed above

BRONZE

Basic Asset Purchase/Sale

Fixed fee - £1,500.00 plus VAT

This price includes all communications with you and other parties.

Within this package we will deal with:

- Asset Purchase Agreement (drafting/negotiating)
- Dealing with completion including the transfer of funds

The Bronze Package does not include:

- Deal with heads of terms
- Deal with or advise in relation to Due Diligence
- Disclosure
- Deal with or advise in relation to TUPE
- Deal with or advise in relation to any miscellaneous documents

ASSET SALES/PURCHASES - VALUED OVER £200,000.00

For transactions which exceed £200,000.00 in value we will provide a bespoke quote depending upon the complexity of the issues to be deal with and what steps we instructed to take.

If we are instructed to deal with all relevant issues the legal fees incurred will usually amount to around 5% of the overall transaction value.

In many cases however we can limit our fees by agreeing to only deal with specific aspects of the transaction.

ENHANCED DUE DILLIGENCE

Our fixed fee packages which include the due dilligence stage cover basic levels of due dilligence by questionnaire.

If you require a more indepth level of due dilligence, please speak to a member of our team and a tailored quotation will be provided.



LEASES

If you are buying or selling a business, there can often be a need for a lease to be dealt with as part of the process. It could be that an existing lease needs to be assigned to the new owner of the business, or alternatively, that lease may be getting surrendered and an entirely new lease is going to be put in place. Regardless as to the situation, we can help you.

Our standard fees for leases up to 7 years in length are as follows:

- **New Lease - £750.00 plus VAT**
(Land Registry Searches, drafting or reviewing and amending lease, reporting to client, negotiating terms and completion)
- **Assignment of an Existing Lease - £750.00 plus VAT**
- **Dealing with CPSE enquiries - £100.00 plus VAT per enquiry**
- **Rent Deposit Deed - £250.00 plus VAT** *(Drafting or reviewing and amending, negotiating and completing)*
- **Guarantor Agreement - £250.00 plus VAT** *(Drafting or reviewing and amending, negotiating and completing)*
- **Statutory Declaration & Notice - £96.00 plus VAT** *(Drafting service of notice and completion)*

Proposed Tenants are always asked to consider whether they wish to perform searches and investigations on title. A member of our team will discuss this with you and provide a quote.

A member of our team will speak to you regarding any property element during our initial discussion, identify the issues and advice on how best to resolve them. A fix quote will then be provided.

Longer leases are quoted for upon request.



WHY INSTRUCT J&B?

At Johnson and Boon solicitors, we have a designated commercial team with a proven track record of assisting people deal in buying or selling a business in almost every industry imaginable. Our aim is to provide a bespoke service tailored to meet our client's exact requirements at minimal cost.

The key benefits of being represented by us:

- You will receive the advice and expertise that you need to protect your interest.
- We deal with all communications with other parties solicitors.
- We will help you identify issues that you might not of considered.
- Your case will be dealt with primarily by a partner level solicitor.
- Our team pride themselves on providing a personal, jargon free service.

WHAT DO OUR PREVIOUS CLIENT'S SAY?

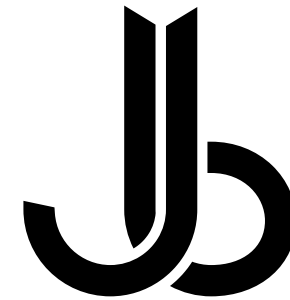
"Robert Boon has been exceptional in helping me complete a business take over. He helped me through the minefield of law jargon, making things simple and understandable. Communication throughout has been superb 5/5 would recommend!"

"Fantastic service and made the whole process both stress and hassle free. Would recommend to anyone and would 100% use the guys again."

"I have only used Johnson and Boon once following a recommendation. I can honestly say, from start to finish Rob Boon's professionalism in dealing with the matter was one word, 'Fantastic'. I am now ready to start another project, which I am very confident will be sorted and dealt with in the same manner."

"Commercial and pragmatic advice - with a view to getting to the best solution, without building costs. Friendly and efficient. Robert Boon is especially 'switched on' to his client's needs and objectives."

"We used Johnson and Boon for commercial assistance. They were professional, efficient, and it was well worth every penny to have that level of expertise on your side."



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FREE RESOURCES TO HELP YOU!

We support our client's 24/7, with a range of resource tools that you can access completely free, from anywhere, at any time.



Listen to our FREE Podcast, giving tips & advice on a wide range of issues, including a series on the business purchase/sale process. Available on all major podcast platforms or on our website johnsonandboon.co.uk/podcast



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