

The ESOP Implementation Process

- 1. Meet with company management / owners to discuss goals and objectives, considering different alternatives.**
- 2. Hire financial advisor to begin feasibility study.**
- 3. Interview ERISA attorney and plan administrator. (ESOP specialty is a must.)**
- 4. Make go – no go decision.**
- 5. Structure the transaction.**
- 6. Plan investment of proceeds.**
- 7. Plan documentation.**
- 8. Negotiate financing.**
- 9. Close transaction.**
- 10. Set up plan administration.**
- 11. Invest proceeds.**