

# EXPRESS FAQs

## SELLING YOUR BUSINESS

### How Does Express Headquarters Assist Me In The Sale Of My Business?

We will educate you on best practices and give you a blueprint on which to build a successful plan in terms of pricing and marketing. Also, we will list your office on our resale web page, list your office for sale with our franchise broker network (with your permission) and share your listing with any leads we generate on our own. However, with this said, it is important to bear in mind that Express Headquarters is not responsible for selling your office – this is your business.

### What Expenses Are Involved?

There is a resale transfer fee you will be responsible for that is located in your original franchise agreement. In addition, you may have some optional marketing expenses, such as utilizing the services of a franchise broker, a business broker, or receiving a buyer from any internal referral source such as a fellow Franchisee or staff member. If your computer equipment is not compliant, you will be required to purchase any equipment necessary to bring it into compliance.

### How Do I List My Business For Sale Through Headquarters?

There are a series of things that must be in place before your office is listed. Among those things are strategic pricing, clean financial records, working out any compliance issues, prepping your office to show, and an internal audit you will need to complete.

### How Do I Price My Office?

When a buyer purchases your office, he or she is generally calculating value based primarily on future cash flow. The list price is normally calculated based off a multiple of trailing 12 month gross commissions. However, there are factors that are in play that will allow you to increase that price or decrease that price based on a number of variables that will be reviewed.

### How Long Does It Take Before My Office Is Ready To List?

Normally, preparation to sell takes approximately 30 days.

### How Long Will It Take To Sell My Business?

There are many factors involved. Keep in mind that selling your business is a bit more complex than selling your home. It can take some time. Be prepared to take the time necessary to prepare and market your business. However, please keep in mind that you are not alone – we are here to help guide you through this process.

***If you have any additional questions, please contact the Franchising Department at 877-652-6400.***

