

# Business Valuation Consulting

## Scope of Work

**Prepared for:** [Client Name]

**Date:** [Insert Date]

### 1. Project Overview

This document outlines the scope of work for business valuation consulting services provided by [Consulting Firm Name] to [Client Name]. The objective is to determine an estimated fair market value of the business as of [Valuation Date].

### 2. Scope of Services

- Review of historical financial statements and relevant documents.
- Industry and economic analysis.
- Selection and application of appropriate valuation methodologies.
- Preparation of a draft and final valuation report.
- Discussion and clarification of findings with the client.

### 3. Deliverables

- Written business valuation report
- Summary of key findings and supporting analysis
- Presentation of results (if required)

### 4. Timeline

The expected timeline for completion of the valuation is [Number of weeks] weeks following the receipt of all required information and documentation from the client.

### 5. Client Responsibilities

- Provide access to all requested financial and corporate documentation.
- Designate a primary point of contact for questions and clarifications.
- Timely response to information requests.

### 6. Fees & Terms

Professional fees, payment schedule, and terms will be outlined in a separate agreement. Additional services beyond the scope defined here may incur additional fees.

### 7. Acceptance

By signing below, [Client Name] acknowledges acceptance of the scope of work described in this document.

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[Client Name / Representative]

Date: \_\_\_\_\_

