

AWARDS

BUSINESS TRANSFER



13th Edition

May 2019

Nomination Package

Business Transfer

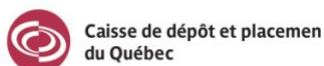
Category: Family

Honorary President

**Serge Harnois President,
Harnois Énergies**

lesmedaillesdelareleve.com

En collaboration avec :



A unique contest that celebrates successful business transfers!

Category: Family

PwC presents the 13th annual Business Transfer Awards (www.lesmedaillesdelareleve.com).

The family transfer category highlights the successful transfer of a privately held Quebec business from its owner to at least one family member.

The award ceremony will be held at 5 pm on **Monday, May 27, 2019**, on the Centre CDP Capital trading floor at 1000 Place Jean-Paul-Riopelle in Montréal.

KEY DATES

- Nomination package must be submitted **by Friday, March 23, 2018, at the latest**
- Jury interviews to be held **on Thursday, April 23, 2019**
- Award ceremony and cocktail dinner will take place **on Monday, May 27, 2019**

INSTRUCTIONS

Send your duly completed nomination package, marked confidential, to the following address by **Friday, March 22, 2019, at the latest**:

Mrs Annie Veilleux
Director, Familles en affaires HEC Montréal
HEC Montréal
3000 Côte-Sainte-Catherine St., Suite 3.860E
Montréal, QC H3T 2A7
annie.veilleux@hec.ca

Please note that you can have a student from HEC Montréal help you complete your nomination package free of charge.

ELIGIBILITY

ELIGIBILITY REQUIREMENTS

Transfer must involve an owner who wants to transfer their business to one or more successors wishing to participate in the management and ownership activities of the company during the acquisition process.

- The Business Transfer Awards contest is limited to privately held Quebec businesses
- At least one successor must be a family member
- The transfer must have involved a progressive buy-out process that resulted in more than 50% control for the successor(s).
- The transfer must have taken place within the last 10 years.

Evaluation chart

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This evaluation chart will be used by the jury to assess your nomination. Your nomination package must describe and briefly elaborate on each of the following criteria:

1. COMPANY OVERVIEW & PRESENTATION

Briefly describe your company:

- History
- Management team (name, title, key responsibilities)
- Executive Committee, Family Council and Board of Directors
- Nature of operations and description of products
- Number of employees

2. TRANSFER PLANNING AND TRANSFER OF KNOWLEDGE

The transfer team has kept the company's headquarters in Quebec, and ownership and management control have been successfully handed over (ensuring a seamless transition for the company's clients, suppliers, employees and other partners) by, for instance:

- constituting a balanced team with complementary skills;
- perfecting the skills of each member of the transfer team;
- participating in the company's management;
- benefiting from the previous management team's experience; or
- planning the transfer of the company's management to one or more members of the transfer team.

Describe the business transfer plan within the framework of the transfer process.

3. TRANSFER OF MANAGEMENT AND OWNERSHIP

The transfer team seeks to grow the company and reinforce its position within the industry. The management transfer team has been able to create a vision and company culture that it shares effectively with its employees, clients and other partners, thus earning their respect and trust.

Describe the responsibilities that each member of the transfer team plays in the company and the current role of the members of the previous management team, where applicable.

Explain how the transfer team has dealt with changes related to the transfer of control and describe the main challenges it has had to face.

Produce an organizational chart that shows the shareholders at the time of the application and the shareholders after previous steps in the transfer plan.

Evaluation chart (cont'd)

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4. VISION FOR THE FUTURE

The transfer team has a long-term vision and has established a business expansion plan by, for instance:

- developing a strategic plan;
- understanding the market and the company's competitors; or
- innovating with new products and services, concepts, and/or market development ideas.

Describe how the transfer team has helped develop and grow the company.

5. FINANCIAL HEALTH

The transfer team has secured the sustainability of the business through a development or growth plan. Show to what extent the change in management has had a positive effect on the financial health of the company with regard to, for instance:

- revenues;
- level of profitability (gross margin and net margin);
- net profit;
- market share;
- working capital ratio;
- debt ratio; and
- any other relevant performance markers.

The transfer teams that are selected as finalists will be called in for an interview in front of the jury, during which they will be asked to provide the chair of the jury with their financial statements for the last two fiscal years. (Note: all documents provided to the jury will be kept under confidentiality.)

The advantages of participating

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VISIBILITY

IF YOU ARE AN AWARD WINNER

- Video on your company (played during the Awards ceremony)
- Visibility in the press release published after the Awards ceremony
- Visibility in La Presse + (website, and tablet and mobile app)
- Visibility on the website and social media platforms
- Visibility via sponsor networks
- Recognition for employees
- Visibility among a jury made up of key influencers
- Visibility among approximately 200 prominent business people during the Awards ceremony
- Live tweet (at the Awards ceremony)