| DATED | < <date>&gt;</date> |
|-------|---------------------|
|-------|---------------------|

(1) << Name of Seller>> LIMITED/PLC

-and-

(2) << Name of Buyer>> LIMITED/PLC

-and-

(3) << Name of Guarantor>> LIMITED/PLC

#### **ASSETS SALE AND PURCHASE AGREEMENT**

-relating to-

<<Insert Name of Business>>

#### THIS AGREEMENT is made on

#### **PARTIES**

- 1 <<Name of Seller>> LIMITED, number <<Insert company num registered office address>> ("the
- 2 <<Name of Buyer>> LIMITED number <<Insert company num registered office address>> ("the company number address")
- 3 <<Name of Guarantor>> LIMITI number <<Insert company num registered office address>>

#### **AGREED TERMS**

#### 1. INTERPRETATION

In this Agreement:

1.1 The following words and expres

"the Accounts" the

bala the

Dire

"the Accounts Date" <<I

"Accruals" the

for the ame

the rem

"the Act" the

"the Applicable Data the Protection Laws" Tel

(Dir

"the Assets" the

"Associate" has

.

"the Bank" <<I

ered in

ered in England with d office is at <<Insert

ered in England with d office is at <<Insert

stered in England with d office is at <<Insert

wing meanings:

tatements of the Seller, f the Seller, including the ss account together with flow statement and the

spect of all Prepayments ection with the Business not the Property)] before the extent not included abilities in respect of Seller in connection with Transfer Time and ransfer Time:

Act 1998 and the Protection and Privacy) ns 1998;

by section 435 of the

Bank PLC (<<Insert

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ing to the Seller in ss at the Transfer Time efore the Transfer Time payable at the Transfer but excluding any such h clause 3: aintained by the Seller the Assets and the Retained Books and escription of Business>> he Transfer Time at and rday, Sunday or public g banks are open for s Solicitors>> or any urchase of the Business e with clause 6: mmercial, financial and w-how, trade secrets, re and other information er form or medium and in writing, together with ver form or medium and ments listed in Schedule main to be completed at Seller to creditors in ss [or the Property] OR at the Transfer Time efore the Transfer Time payable at the Transfer d salaries down to the s but excluding in each the Seller's bankers at

"Book Debts"

"the Books and Records"

rela Em Red

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and Tim

am

the

"the Business"

the car fror

"Business Day"

a d holi bus

"the Buyer's Solicitors"

<<l

"Completion"

con and

all

"Confidential Information"

tecl inve wha whe all i

any

"Contracts" (each a "Contract")

1 to the

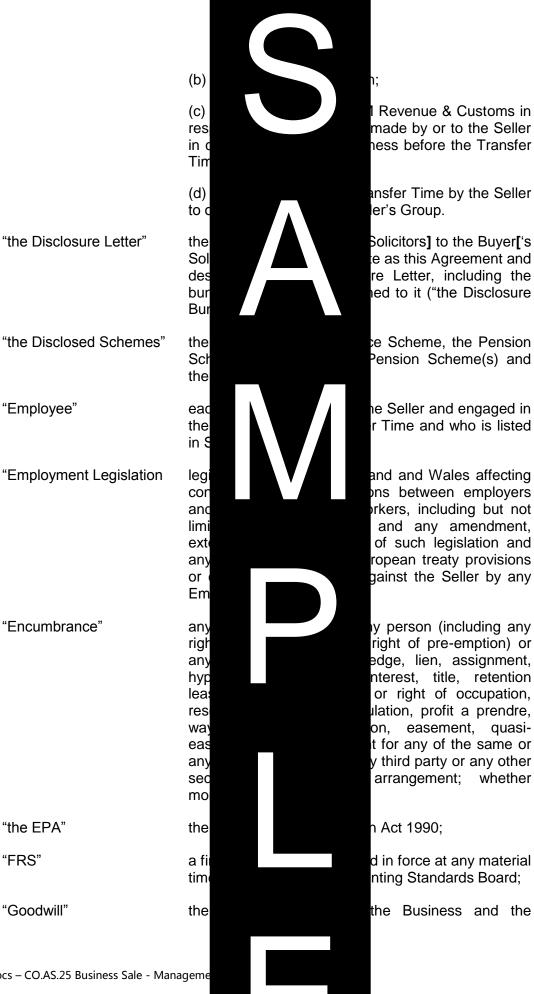
all

"Creditors"

all con [(bu (whand

Tim Tra cas

(a) the



whether

"the EPA"

"Goodwill"

"FRS"

"Employee"

exclusive right for the Buyer to represent itself as carrying on the Business in succession to the Seller [and to use the name "<<Insert Business Name>>"];

"GPP"

means the group personal pension plan underwritten by <<Insert Name of Provider>>;

"Hardware"

means any computer equipment which is comprised within the Assets or the Third Party Assets but excluding all Software;

"ICTA"

the Income & Corporation Taxes Act 1988;

"Intellectual Property"

- (a) patents, trademarks, service marks, registered designs, applications and rights to apply for any of those rights, trade, business and company names, internet domain names and e-mail addresses, unregistered trademarks and service marks, copyrights, database rights, know-how, rights in designs and inventions;
- (b) rights under licences, consents, orders, statutes or otherwise in relation to a right in paragraph (a);
- (c) rights of the same or similar effect or nature as or to those in paragraphs (a) and (b) which now or in the future may subsist; and
- (d) the right to sue for past infringements of any of the foregoing rights;

"Intellectual Property Agreements"

the agreements or arrangements relating (wholly or partly) to Intellectual Property or to the disclosure, use, assignment or patenting of any invention, discovery, improvement, process, formulae or other know-how, and detailed at Part II of Schedule 3;

"Intellectual Property Rights" all Intellectual Property owned, used or required to

be used by the Seller in connection with the Business, including (without limitation) that Intellectual Property set out at Part I of Schedule 3;

"Lease"

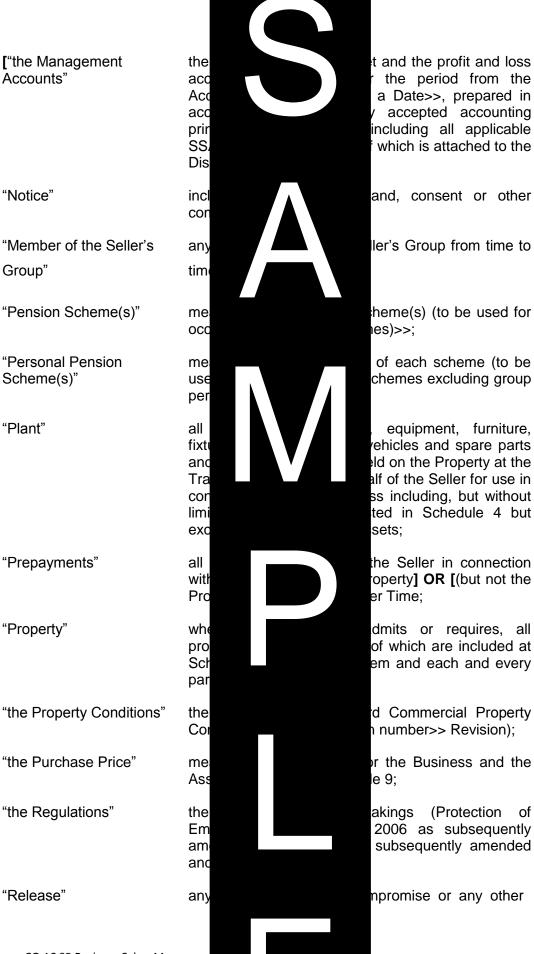
any lease under which any of the Leasehold Property is held by the Seller;

"Leasehold Property"

where the context so admits or requires, any leasehold property comprised within the Property;

"Life Assurance Scheme"

means the <<Insert Name of Group Life Assurance Scheme>> underwritten by <<Insert Name of Provider>>;



arra ana "Relevant Business" me to bus "Restricted Area" me "the Retained Books and thel Records" real of t or I or and "the Seller's Group" tog this of (wit "the Seller's Solicitors" <<| sud "Software" me mid Sell irre "SSAP" а ford Acd the "Stakeholder Scheme" mel by Pro "Stocks" all in-p in held the hav Tra "Taxation" all stat mu levi cha

d having similar or

consists of or includes <<Specify nature of

cal area>>;

ating to the Business eller under section 386 cords relating to assets agreed to be acquired under this Agreement e Seller:

company including for ng (within the meaning Act) within its group on 474(1) of the Act);

s Solicitors>> or any

tions for execution by for the benefit of the usinesses at any time, anguage or medium;

accounting practice in ne as issued by the mittee and adopted by oard;

ion scheme designated en by <<Insert Name of

als, components, workfinished goods, boughtd packaging materials seller on the Property at in the Business which the Seller before the

tatutory, governmental, local, government or imposts, contributions, liabilities wherever f the UK or any other jurisdiction, and any penalty, fine, surcharge, interest, charges or costs relating thereto, and

Taxation shall have the same meaning;

"Taxation Authority" any authority, whether of the United Kingdom or

elsewhere, competent to impose, assess or collect

Taxation, including HM Revenue & Customs;

"Tax Warranties" the Warranties contained in paragraph 19 of

Schedule 7:

"the Third Party Assets" those assets which are used in the Business, are in

the possession of the Seller subject to leasing, rental, hire or hire-purchase agreements and are

listed in Schedule 6:

"the Transaction" the sale and purchase of the Business and the

Assets effected by this Agreement;

"the Transfer Time" the close of business (which for this purpose shall

be deemed to be 5.00 pm) on the date of this

Agreement;

"VAT" value added tax;

"the VATA" the Value Added Tax Act 1994:

"VAT Records" all of the books and records referred to in section

49 of the VATA which relate to the Business

"the Warranties" the warranties set out in Schedule 7 and a

"Warranty" shall be any one of them.

- 1.2 Unless the context otherwise expressly requires, words and expressions which are otherwise defined in the Act shall have the same meaning when used in this Agreement, but "company" shall mean and include both "company" and "body corporate", as in each case defined in the Act.
- 1.3 A reference to a particular statute, statutory provision or subordinate legislation is a reference to it as it is in force at the Transfer Time, taking account of any amendment or re-enactment and includes any statute, statutory provision or subordinate legislation which it amends or re-enacts and subordinate legislation for the time being in force made under it provided that it would not impose any new or extended obligation, liability or restriction on, or otherwise adversely affect the rights of, any party.
- 1.4 The Schedules form part of this Agreement.
- 1.5 A reference to any gender shall include the other and neuter gender and a reference to a "person" includes a reference to any corporate or

unincorporated body (whether d

- 1.6 The singular includes the plural
- 1.7 A document referred to as being that document signed or initial parties.
- 1.8 A person shall be deemed to connected with such other witl Corporation Taxes Act 1988.
- 1.9 References to "indemnify" ar circumstance include indemnify against all liabilities, losses, clai interest which he may suffer or circumstance.
- 1.10 The headings are inserted for construction or interpretation of

#### AGREEMENT FOR SALE AND

With effect from the Transfer Time and o the Seller shall sell with full title guarantee shall buy, the Business as a going concerr

- 2.1 the Goodwill:
- 2.2 the Stocks:
- 2.3 the Plant;
- 2.4 the benefit (subject to the burde
- 2.5 the Intellectual Property Rights;
- 2.6 the Property;
- 2.7 the Book Debts:
- 2.8 the Books and Records; and
- 2.9 all rights of the Seller against t warranties, representations a insurance) in respect of any inclusive and in respect of any any services performed in relat

al personality).

shall be in the form of or on behalf of the

ther if that person is ion 839 of Income &

person against any ndemnified from and costs, expenses and or arising out of that

shall not affect the

ns of this Agreement, trance, and the Buyer ng Assets:

thout limitation under der any policies of in clauses 2.1 to 2.8 in or used thereon or

#### 3. **EXCLUDED ASSETS**

The following are excluded from the Trans

- 3.1 all and any shares or other sec
- 3.2 all cash in hand or at bank representing them, in each cas any, representing the Book Det
- 3.3 any right to any credit or refund or by the Seller or profits or gathe Seller, in each case before
- 3.4 all sums owed at the Transfer Seller's Group;
- 3.5 the Retained Books and Record
- 3.6 the Third Party Assets.

For the avoidance of doubt, the amounts regarded as Book Debts for the purposes

#### 4. PURCHASE PRICE

4.1 The Purchase Price shall be as

#### 5. VALUE ADDED TAX

- 5.1 The Purchase Price is exclusive
- 5.2 The Seller warrants to the Buye
- 5.3 The Seller warrants to and unde
  - 5.3.1 it has not made for the Property; and
  - 5.3.2 there are no new ( schedule 9 to the buildings or civil end
- 5.4 The Buyer warrants to the Sell virtue of the Transaction liable to the Transaction liable to the Sell virtue of the Transaction liable to the Sell virtue of the Transaction liable to the Sell virtue of the Sell virtue of the Sell virtue of the Transaction liable to the Sell virtue of the Se
- 5.5 The parties shall use reasonab is deemed to be a transfer of a of section 49 and paragraphs

S

held by the Seller;

all other securities e, other than those, if

ct of supplies made to have been made by

ther Members of the

.1 to 3.4 shall not be

for VAT purposes.

at:

on to tax in respect of

item 1 of group 1 in freehold commercial in the Transaction.

red] **OR** [that it is by VAT purposes.

that the Transaction cern for the purposes hedule 4 to the VATA

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and article 5(1) of the Value Ad is treated neither as a supply of The Seller and the Buyer intend Transaction [and] [but] they do Revenue and Customs for the registration number of the Selle Regulations 1995. If HM Revenue & Customs det whole or any part of the Pure Number of days>> days of rece Seller the amount of VAT speci **COMPLETION** Completion shall take place on the Buyer's Solicitors] OR [suc On Completion the Seller shall: 6.2.1 execute, or procure to the Buyer: 6.2.1.1 a deed Goodwill Debts an 6.2.1.2 a [transf respect d 6.2.1.3 [a transfe respect d 6.2.1.4 a licence duly exe Property; 6.2.2 deliver duly execute the Agreed Terms affecting any of the 6.2.3 deliver the Disclosui 6.2.4 grant vacant posses

5.6

5.7

6.

6.1

6.2

ions) Order 1995 and f services. ATA shall apply to the oint application to HM r VAT under the VAT h 6 (1) (d) of the VAT AT is payable on the shall, within <<Insert ermination, pay to the ustoms. Time at Ithe offices of shall agree in writing]. e may be), and deliver greed Terms of the rty Rights, the Book lause 2.9; the Agreed Terms in

the Agreed Terms in

h the Agreed Terms, d of the Leasehold

non-crystallisation in and floating charges

e Buyer; and

ts as are capable of

6.2.5.1

6.2.5.2

deliver to the Buyer:

the Book

possessi

6.2.5

#### passing I

- 6.3 On Completion the Buyer shall
- 6.4 The Buyer shall only be obliged purchase of all of them is comp
- 6.5 On Completion, the Seller and t section 198 of the Capital Allow
- 6.6 If clauses 6.1 to 6.5 are not co Date, then (without prejudice to the terms of this Agreement unilaterally:

| 6.6.1 | defer Completion t    |
|-------|-----------------------|
|       | Completion Date (a    |
|       | this clause 6.6.1, sh |

- 6.6.2 proceed to Complet
- 6.6.3 rescind this Agreem

#### 7. WARRANTIES

- 7.1 The Seller warrants to the Bu accurate in all respects at the day
- 7.2 Any Warranty qualified by the knowledge and belief" or "so expression shall be deemed to which the Seller has or which reasonable enquiries and inclusing person of whom it would be it is stated that such enquiry has
- 7.3 The rights and remedies of the affected by Completion or by an
- 7.4 Each of the Warranties is a provided, is not limited by ref provision in this Agreement.
- 7.5 Without prejudice to the right of advantage of any other remedie proves to be untrue, the Seller s
  - 7.5.1 the amount necess would have been in not been untrue; and

se of the Assets if the

a joint election under greed Terms.

ect on the Completion ion it may have under defaulting party may

n 28 days after the clause 6.6, except for Completion); or

or

the defaulting party.

arranties is true and

best of the Seller's ware" or any similar nformation and belief and if it had made all rmation and belief of the enquiry or of whom

/arranties shall not be Buyer.

otherwise specifically arranty or any other

hy other basis or take arranty is breached or demand:

nto the position they been breached or had 7.5.2 all costs and expe claims, demands, profess and costs, per whether directly or result of such bread reasonable amount

A payment made in accordance include any amount necessary payment, the Buyer is left with payment was not subject to Tax

- 7.6 Any payment by the Seller for b pound for pound a repayment or
- 7.7 The Buyer shall notify the Selle third party which may give rise to claim relating to Tax) as soon a such notice shall not affect the relationship.
- 7.8 The Seller shall notify the Buye circumstance which constitute Warranties.
- 7.9 If any claim is made against th Agreement, the Seller shall no Employee on which or on who term of this Agreement or authorized the selection of the selection is made against the Agreement against the Agreement of the Selection is made against the Agreement, the Seller shall not be against the Agreement, and the Seller shall not be against the Agreement against t
- 7.10 With the exception of the ma information of which the Bu knowledge (actual, construct discovered (whether by inves behalf) shall prejudice or preve thereunder.
- 7.11 The provisions of clause 14 sha under the Warranties.

#### 8. **CREDITORS**

- 8.1 The Buyer shall discharge the shall assume responsibility for a
- 8.2 The Buyer shall only take on o Seller which it expressly agrees

#### 9. **CONTRACTS**

limitation, damages, and other professional consequential losses ed by the Buyer as ang untrue (including ant time).

this clause 7.5 shall any Taxation of the ould have had if the

anties shall constitute chase Price.

made against it by a Varranty (other than a but any failure to give

aware of any fact or tute a breach of the

nder the terms of this nst the Buyer or any efore agreeing to any he Disclosure Letter.

Disclosure Letter, no and/or advisers has could have been uyer or made on its amount recoverable

liabilities of the Seller

payment fall due and

ns or liabilities of the e on or discharge.

- 9.1 Subject to clause 9.3, with ef perform and fulfil the Contrac Seller.
- 9.2 If the assignment of the benefit a third party:
  - 9.2.1 this Agreement sha assignment of the bo
  - 9.2.2 the parties shall ea such required conse Time; and
  - 9.2.3 from the Transfer Til
    - 9.2.3.1 the Selle trust for t
    - 9.2.3.2 the Buye perform and
    - 9.2.3.3 the Selle deduction any third
- 9.3 Notwithstanding clause 9.1, the in respect of all goods and se Time pursuant to the Contracts to the extent that they have at the Transfer Time have been against any act or omission of to any of the Contracts.
- 9.4 At the request of the Buyer the Buyer to enable the Buyer to e party or parties to the respectiv

#### 10. **DEFECTIVE GOODS**

The Buyer shall satisfy all legall Seller (and which are notified in evidence as to their validity replacement of, or for reimburs the Seller prior to the Transfer reimburse to the Buyer the counder this clause 10.

Fime the Buyer shall n substitution for the equires the consent of ignment or purported eavours to obtain all following the Transfer hts are obtained: of such Contracts in nd for its own benefit) as the Seller's agent; to the Buyer without s it may receive from Contracts. e under the Contracts it before the Transfer v under the Contracts erformed or should at indemnify the Buyer insfer Time in relation able assistance to the acts against the other be made against the ether with appropriate er for the repair or fective goods sold by hall in any such case orming its obligations

#### 11. **EMPLOYEES**

- 11.1 The parties acknowledge that pursuant to this Agreement is accordingly the employment of transferred to and taken over b
- 11.2 The Seller shall indemnify the B
  - 11.2.1 the employment of Transfer Time or th the Seller) of any er or of any former em
  - 11.2.2 the termination befo of any Employee;
  - 11.2.3 the termination at a the employment of Employee or of any
  - 11.2.4 any act or omission Regulations to be an
  - 11.2.5 any industrial or ot allegedly suffered by period ending on or
  - 11.2.6 any bonus payable year ended <<Inser and the Buyer, rema
  - 11.2.7 any failure by the regulation 11 or reg of the Trade Union 8

and/or otherwise ari

- 11.3 The Buyer will indemnify the employment or termination of e Time.
- 11.4 Without prejudice to the provis liable for all wages, salaries an in respect of all periods down entitlements as at the Transfer
- 11.5 EITHER (IF EMPLOYEES HAV

Without prejudice to clauses 1 without [deduction or set-off] o figures>> (<<Amount in words Employees before the Transfe ess and the Assets the Regulations and the Transfer Time be gulations.

arising out of:

period ending at the he (whether or not by o is not an Employee

he of the employment

not by the Seller) of Seller who is not an

emed by virtue of the

or injury suffered or ct of or relating to any

spect of the financial as between the Seller e Seller);

its obligations under tions or under Part IV olidation) Act 1992:

es arising out of the vee after the Transfer

e Seller shall remain ble to the Employees in respect of holiday

hall pay to the Seller sum of £<<Amount in t of holiday taken by e entitlement thereto falling due.

#### OR (IF EMPLOYEES HAVE A

Without prejudice to clauses 1 without deduction or set-off on figures>> (<< Amount in wor entitlements of the Employees Time.

- 11.6 The Seller warrants to the Buy shall provide, to the Buyer suctime request in writing in order and regulations referred to in cl
- 11.7 Schedule 8 shall apply in relati Employees.

#### 12. **PROPERTY**

- 12.1 The Property Conditions shall be they are not varied by or including texcept that conditions << Insert Property Conditions shall not a
- 12.2 Title shall be deduced by the Se copies of the deeds and docum
- 12.3 For the purposes of condition Conditions, the contract rate base rate of the Bank from time
- 12.4 The [transfer] **OR** [conveyand executed by the Buyer as well Terms.

#### 13. **LEASEHOLD PROPERTY**

The following additional provis Property:

- 13.1 the Leasehold Property shall reserved by and the covenant provisions contained in the rele
- 13.2 <<Insert Any further provisions

#### ITLEMENTS)

shall pay to the Buyer sum of £<<Amount in pect of the holiday taken at the Transfer

and undertakes that it yer may from time to apliance with the laws

ents in respect of the

ated herein insofar as is of this Agreement e conditions>> of the

to the Buyer certified mn 2 of Schedule 5.

er>> of the Property ntage>>% above the

the Buyer shall be hall be in the Agreed

ion to the Leasehold

subject to the rents ant and all the other

Property>>.



#### 14. **LIMITATIONS ON CLAIMS**

- 14.1 Other than in any cases of fraudin relation to any breach of any set out in paragraph 1 of School claim has been given by or on the
  - 14.1.1 in relation to any bre
    Warranties set out i
    Warranties), before the
    years>> years after the
  - 14.1.2 in relation to any bre expiry of the period or reference period of the Completion Da
- 14.2 The Buyer shall not be entitled any of the Warranties if the ci been fairly disclosed in the Disc
- 14.3 Other than in any cases of fraud
  - 14.3.1 the Seller's liability in of the Warranties (exthe Warranties in particular warranties) when a Purchase Price:
  - 14.3.2 the Seller shall have under the Warranties
    - 14.3.2.1 equals or amount in
    - 14.3.2.2 would, wh against the amount in £<<'Y' am pounds) in the amoun exceeded)

and for the purposes of this cl subject matter shall be treated claims.

14.4 The Seller shall not plead the made under the Tax Warranties

n-disclosure, no claim r than the Warranties unless notice of such

anties (other than the dule 7 and the Tax <<Number, usually 3

Varranties, before the end of the accounting seventh anniversary

ation to any breach of to such breach have

n-disclosure:

the Buyer under any ct of any breaches of le 7 or of the Tax hall not exceed the

ny claim by the Buyer

t in figures>> (<<'X'

I other such claims nt in figures>> (<<'X' ore equal or exceed, amount in words>> amount (and not just nis clause 14.3.2.2 is yer;

sing out of the same her than as individual

espect of any claims the Completion Date.

#### 15. **CONFIDENTIAL INFORMATIO**

- 15.1 With effect from Completion, to Member of the Seller's Groconfidential Information which not use nor disclose to any personal selection.
- 15.2 The obligations of confidentialit which is in or becomes part of a breach of the obligations of Seller receives from a third part the Seller is required by law or
- 15.3 The Seller shall not at any time trade or business any corporat mail address which is confusin Other Name>>"] or to any corpor e-mail address which is corporated address which is corporated address which is corporated address, at any to Completion.

#### 16. **NON-COMPETITION**

- 16.1 The Seller covenants with the Member of the Seller's Group f whether alone or in conjunction to, any other person:
  - 16.1.1 at any time during months beginning wit Completion, or who I months immediately Business; or
  - 16.1.2 at any time during months beginning w seek the custom of a been at any time d preceding that date, a
  - 16.1.3 at any time during months beginning wind Business any supplicant and/or services to the immediately preceding causes or would causes or would causes or would causes; or

all procure that each and confidential all he Business and shall I Information.

extend to any matter rise than by reason of reement or which the to disclose it or which sclose.

n connection with any o, domain name or e-lame>>" [or "<<Insert e, logo, domain name orporate name, trade e Seller in connection of 5 years before

d will procure that no ectly or indirectly and by way of assistance

number of months>> any person who is at aring the period of 12 ent or customer of the

number of months>>
, solicit or otherwise mpletion, or who has months immediately Business; or

number of months>> entice away from the had supplied goods during the 12 months citation or enticement cease supplying, or and/or services to the

16.1.4 at any time during months beginning wil Business or employ consultancy to any p of 12 months prior to, and likely (in the possession of Conf influence the custd Business; or

16.1.5 at any time during months beginning investment of less th capital of a compan investment exchange and Markets Act 200 the Restricted Area in

16.2 Each of the undertakings in clau

> 16.2.1 considered by the pal

> 16.2.2 a separate undertak Buyer separately and or more of the restrict

> 16.2.3 given for the purpose Business and of the of the Buyer to acquir this Agreement.

> Accordingly, if any restriction is if any part of it were deleted or restriction shall apply with such valid and enforceable.

16.3 Nothing in the undertakings set any action in respect of any (otherwise than as a result of a Seller) the Business and the B have ceased to be involved prid would but for this clause 16.3 gi

#### 17.

- 17.1 The Seller shall at Completion the Seller to change its name "<<Insert Name>>" [or "<<Insert
- 17.2 the Seller shall lodge such res

humber of months>> entice away from the offer employment or a ime during the period loyee of the Business the Buyer) to be in ating to, or able to connections of, the

humber of months>> t as the holder for of the issued share ted on a recognised he Financial Services ed or interested within

s enforceable by the ht to enforce any one

the full benefit of the tion of the agreement Assets on the terms of

le, but would be valid plication reduced, the necessary to make it

be deemed to prohibit y business in which e undertakings by the bsidiary of the Buyer e to a claim, or which this clause 16.

special resolution by bt include the word[s]

e relevant change of

NAME

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name fee, with the Registrar of

#### 18. **TITLE**

Property and title in and to the A to clauses 12 and 13 and, pass

#### 19. **BOOKS AND RECORDS**

- 19.1 The Buyer shall keep the Books of years>> years after the Tran
- 19.2 During the period referred to in give the Seller and its authorise Books and Records and to tak require.
- 19.3 The Seller shall keep the Ret <<Insert number of years>> ye bailee for value.
- 19.4 During the period referred to in
  - 19.4.1 at the Buyer's corepresentatives suc Records and to take require; and
  - 19.4.2 give such additiona Books and Records
- 19.5 The provisions of this clause 19

#### 20. THIRD PARTY ASSETS

- 20.1 The parties shall each use reas of the leasing, rental, hire and Party Assets are subject is ass the Transfer Time with the writ party. The Buyer shall have n by any person as a conditio assignment.
- 20.2 Pending assignment of the ber clause 20.1, the Buyer shall disclosed in the Disclosure Lett

er it is passed.

e case of the Property sfer Time.

od of <<Insert number of a bailee for value.

all at the Seller's cost acilities to inspect the seller may reasonably

rds for the period of ne, in the manner of a

all:

nd/or its authorised Retained Books and Buyer may reasonably

ation of the Retained hably require.

T Records.

ocure that the benefit its to which the Third hably practicable after or relevant contracting of payment demanded consent to any such

ements referred to in thereof (insofar as 20.3 If no written consent to the as obtained within a period of the Time, the Buyer shall be entitle

20.3.1 to retain possessio comply with clause 2

20.3.2 return it to the Selle for the period following

20.4 The Buyer shall indemnify the comply with any of its obligation

20.5 The Seller shall indemnify the perform its obligations under ar Assets during the period ending

#### [21. GUARANTEES

The Buyer undertakes with the endeavours (but not actual pay guarantee of any person other Seller and any Member of the guarantees and/or indemnities against any such liability arising this clause applies are:

<<Specify details of relevant gu</p>

#### 22. **GUARANTEE**

22.1 In consideration of the Buye consideration of the sum of £1 and adequacy of which the Gu hereby irrevocably undertake punctual performance by the Agreement.

22.2 The following provisions shall at

22.2.1 the Guarantor shall from its obligations time or waiver granthird party and this Seller, or the Guara and discharged all under this Agreeme

22.2.2 the Guarantor shall

Party Asset has been aday of the Transfer

sset and continue to

igation in relation to it

ure by the Buyer to

lure by the Seller to any of the Third Party

n to use reasonable the substitution of the ure the release of the ansfer Time from the indemnify the Seller guarantees to which

Agreement, and in the Buyer (the receipt edges), the Guarantor rantee the due and obligations in this

en under clause 22.1:

iy extent be released ue to the effluxion of Seller or to any other ue in force until the have fully performed abilities to the Buyer

o recover or enforce

against the Seller a any other rights wh any sum so paid, bu behalf) shall have obligations and liabi

- 22.2.3 any security for the Guarantor from the liabilities of the Sel upon trust for the liabilities; and
- 22.2.4 the guarantee shall legal expenses), tog in taking any proce enforcing this guara all of the amount or Agreement; and
- 22.2.5 without prejudice to principal debtor, the the Seller, be deem under this Agreeme shall not be necess this guarantee, to s the Seller or otherw the Seller; and
- 22.2.6 the guarantee shall any documents and constituted part of the

#### 23. THIRD PARTY RIGHTS

- 23.1 This Agreement and the docum the parties and their successor to benefit, or be enforceable by
- 23.2 Each party represents to the defended rescind or agree any amendm Agreement are not subject to the this Agreement.

#### 24. SUCCESSORS

The provisions of this Agreem benefit of any successor in title

r this Agreement and ver to it in respect of r the Guarantor on its discharged all of its his Agreement; and

e to time held by the the obligations and nt shall be held by it such obligations and

expenses (including incurred by the Buyer kind with a view to door recovering any or Guarantor under this

against the Seller as tween the Buyer and spect of its obligations by, and accordingly it is seeking to enforce urity it may hold from proceedings against

is of the Seller under as if such documents

nade for the benefit of and are not intended

e rights to terminate, settlement under this that is not a party to

le and enure for the fithe Assets.

#### WHOLE AGREEMENT

- 25.1 This Agreement, and any doct Agreement between the parameter understanding or previous Agreement they cover.
- 25.2 Nothing in this clause 25 operat

#### 26. WAIVER

- 26.2 Any Release is only effective if i the party to whom the waived which it is given and shall not from subsequently relying on th
- 26.3 A party which gives a Release i any action against that party, d party.
- 26.4 No failure to exercise or delay under this Agreement or by law or shall prevent any future exer
- 26.5 No single or partial exercise of a preclude or restrict the further exercise.
- 26.6 Unless specifically provided oth cumulative and do not exclude

#### 27. PROVISIONS SURVIVING COI

Any provision of this Agreement any matter contemplated there but which has not been perform and covenants and other unde to this Agreement shall rem Completion.

#### 28. GOVERNING LAW AND JURIS

This Agreement and any dispute its subject matter (including arising therefrom or associated England and Wales and subject its properties of the control of

constitute the whole any arrangements, elating to the subject

liability for fraud.

elease applies only to he circumstances for as given the Release

r takes or fails to take n relation to any other

or remedy provided such right or remedy ereof.

this Agreement shall or remedy.

er this Agreement are

ts referred to in it and being performed after ion and all Warranties entered into pursuant effect notwithstanding

f or in connection with tters and obligations rerned by the laws of diction of the English courts.

#### 29. FURTHER ASSURANCE

The Seller shall (at its reasona such documents, and do all su reasonably require for the purp Agreement and any document request of the Buyer execute s specific Book Debts as the Bu and in such form as the Buyer r

#### 30. **COUNTERPARTS**

This Agreement may be exect which is an original and which had signed the same document

#### 31. **COSTS**

Except where otherwise stated, and incidental to this Agreem Buyer shall lawfully exercise Agreement, the Seller shall in costs incurred by it in connection

#### 32. **SEVERANCE**

- 32.1 If any provision of this Agreeme or administrative body of compor illegal, the other provisions s
- 32.2 If any invalid, unenforceable or legal if some part of it were demodification is necessary to garties.

#### 33. PUBLICITY

33.1 The parties shall forthwith upon press announcement and an customers and suppliers of the

xecute and deliver all may from time to time the provisions of this particular, shall at the avour of the Buyer of he reasonably require

counterparts, each of effect as if each party

own costs in relation er except that, if the erred to rescind this nst all expenses and id its subject matter.

is found by any court nvalid, unenforceable

valid, enforceable or I apply with whatever ercial intention of the

rocure to be made a nployees and to the ferms.

33.2 Each of the parties shall both clause 33.1, keep the contection confidential and shall not without case of the Seller) or of the Sethe terms of this Agreement to relating to the Transaction except that the parties shall be entitled respective future annual reports

#### 34. **NOTICES**

- 34.1 Any Notice relating to this Agre or sent by pre-paid first class p party to be served given herein this purpose.
- 34.2 Any such Notice shall, if sent hours after despatch and, if deli deemed to have been served at

If, however, in the case of deliver would expire on, or if, in the consuch delivery or transmission of after 4.00 p.m. on a Business E the next following Business Day

34.3 In proving service it shall be s such letter was properly stamp the case of a transmission b produce a fax transmission refully made to the correct numbe

#### 35. **CERTIFICATE OF VALUE**

It is certified that the Transaction of a series of transactions in aggregate amount or value [£500,000] << Amount in words

**SIGNED** by or on behalf of the parties the

letion, but subject to strictly private and nt of the Buyer (in the Buyer) disclose any of other announcement d by law, and except he Transaction in their s.

delivered personally to the address of the as may be notified for

have been served 24 electronic means, be or transmission.

hours after despatch or electronic means, not a Business Day or deemed to occur on

case of a letter, that ed in the post and, in shall be sufficient to hission was duly and eipt.

a larger transaction or nount or value or the 150,000 [£250,000]

written.

SCH Co

<<List contracts>>

SCH Em

<<List employees and details>>

#### <u>SCH</u>

Registered and Unreg and applica

<<List (un)registered IP and details>>

A

Intellectual Pro

<<List IP Agreements>>

SCH

<<List Plant>>



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<u>SCH</u> Pr

| <u>Property</u> | <u> </u> |
|-----------------|----------|
|                 |          |
|                 |          |
|                 |          |
|                 |          |
|                 |          |

# S

#### rtionment of ase Price

SCH

Third P

Agr

| Asset | <u>Owner</u> |
|-------|--------------|
|       |              |
|       |              |
|       |              |

# S

## A

## <u>Date</u>

### SCH Wa THE BUSINESS AND THE SELLER [The Seller has] OR [The Seller and into and perform the provisions of agreement on [the Seller] OR [each The Seller is the beneficial owner them to the Buyer or as it directs fre rights now or hereafter attaching to t No commitment has been given to c None of the Assets have been the the meaning of section 238 or secti period of five years prior to the Trans There is no outstanding indebtednes liabilities (actual or contingent) ren between the Business and any Mem Seller or any director of any Member associate of or connected with any d

ve] full power to enter constitutes a binding vith its terms.

he right to dispose of and together with all

fecting the Assets.

an undervalue (within Act 1986) within the

acts, arrangements or part to be performed or any director of the any person who is an

#### ACCOUNTING, FINANCIAL AND OT

- 2.1 All accounts, books, ledgers, finance the Business have been properly possession of the Seller and constit by law to appear in them and comply
- 2.2 No notice or allegation that any of has been received by the Seller or the

#### **INSURANCE** 3

1.1

1.2

1.3

1.4

1.5

3.1 The Disclosure Letter sets out full pa by or on behalf of the Seller in relation and effect and are not void or voidab

#### **COMPLIANCE WITH THE LAW**

4.1 The Seller is conducting and ha accordance and in all material respe

the Seller relating to aintained, are in the of all matters required

or should be rectified

insurance maintained which are in full force

ted the Business in ws and regulations of

any relevant jurisdiction.

- 4.2 There is no order, decree or judgme any jurisdiction outstanding against effect upon any of the Assets or the is pending, and there are no circun decree or judgment.
- 4.3 The Seller has not been a party to a Business or any of the Assets or an or governmental agency which is stil

#### 5 LICENCES AND CONSENTS

- 5.1 The Seller has all necessary licence to carry on the Business in the place now carried on, all of which are valid
- 5.2 Neither the Seller nor the Guaran licences, consents, permits and a revoked or not renewed on the same

#### 6 LITIGATION

- 6.1 The Seller is not engaged in any di litigation or other proceedings in res any of the Third Party Assets.
- 6.2 So far as the Seller and the Guarant
  - 6.2.1 no litigation or other proceed the Seller in relation to the Bu Party Assets;
  - 6.2.2 there are no circumstances proceedings in relation to the Third Party Assets.

#### 7 POLLUTION OF THE ENVIRONMEN

- 7.1 For the purposes of this parage environment and "process shall have EPA. The expression "contaminate section 2a of the EPA.
- 7.2 [No hazardous substances have be Seller on the Property or elsewhere

vernmental agency of ay have any adverse r, decree or judgment se to any such order, ance in relation to the ets given to any court

authorities necessary which its business is

n why any of those uspended, cancelled,

or supplier or in any any of the Assets or

eatened by or against ets or any of the Third

ny litigation or other Assets or any of the

hs "pollution of the as in section 1 of the same meaning as in

erwise handled by the as all times held all

licences, consents, permits and autional otherwise handle or dispose of any landled or disposed of by it, whethe

7.3 There has been no pollution of the Seller in the course of the Business for any pollution of the environment party, and there has been no act of Business which could give rise to an land.

#### 8 THE ACCOUNTS

#### 8.1 The Accounts:

- 8.1.1 have been prepared in accor other applicable statutes and accepted accounting princip SSAPs and FRSs;
- 8.1.2 have been prepared on base consistent with those used in Seller for any accounting per six years ended on the Accounting per
- 8.1.3 show a true and fair view of Accounts Date and of the properiod ended on that date;
- 8.1.4 fully provide for all liabilities expected to crystallise) and f not expected to crystallise ar Seller in each case as at the
- 8.2 The Accounts make proper and addubtful debts, for depreciation of contingent liabilities) and Taxation (in Date.
- 8.3 Since the Accounts Date:
  - 8.3.1 the Seller has conducted the concern;
  - 8.3.2 the Seller has not, in relation asset entered into any tra payment or entered into a ordinary course of the Busine
  - 8.3.3 there has been no materia

able it to use, store or sed, stored, otherwise where.

ination of land by the sponsibility or liability n of land by any third in the course of the ment or contaminated

ents of the Act and all rdance with generally luding all applicable

ng methods which are udited accounts of the ly within the period of

the Seller as at the er for the accounting

abilities which are not nt liabilities which are e commitments of the

serve for all bad and liabilities (including on) as at the Accounts

course and as a going

ed or disposed of any liability, made any therwise than in the

ne turnover, financial

anageme

position or prospects of the B

8.4 The Management Accounts have b employed in preparing the Accounts Business as at and to the date for w s consistent with that trading position of the ared.

#### 9 THE ASSETS USED IN THE BUSINE

- 9.1 The Seller is the full legal and bene title to the Assets free from any En Third Party Assets, comprise all a Business as now carried on and nor any other person.
- 9.2 The Seller has possession of all of t of the Third Party Assets.
- 9.3 Each of the Book Debts is recoverable and in any event not later than <</p>
  Transfer Time, and none of them is second.

#### 10 INTELLECTUAL PROPERTY

- 10.1 The Seller:
  - 10.1.1 is the sole and beneficial ov which are valid and in full for
  - 10.1.2 is (where such rights are ca of the Intellectual Property Rights)
  - 10.1.3 has not entered into any Inte specified in Part II of Schedul of or to do anything which wo Property owned or used by it.
- 10.2 The Seller owns the copyright or de in the designs of all its products applications to register any such des
- 10.3 None of the processes used in or praware) infringes any Intellectual Pro
- 10.4 None of the Intellectual Property Righten Seller or are being or have been any person.

#### 11 PLANT

good and marketable ets, together with the continuation of the by the Business with

gible assets and of all

ourse of the Business
>> days following the
im or set-off.

roperty Rights (all of

registered proprietor

ents other than those rson to make any use fringe any Intellectual

tered or unregistered) any registrations or

so far as the Seller is

any person other than posed or attacked by

PLANT

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11.1 Each item of Plant is in good repair and in satisfactory working order.

#### 12 THIRD PARTY ASSETS

12.1 A true and complete copy of each agreements relating to any of the The Letter.

#### 13 **IT**

- 13.1 The Hardware is functioning prop specifications, is not defective and t and support agreement which is not by less than 24 months' notice.
- 13.2 Where any of the records of the Bus owner of all hardware and software maintain and use such records in the any hardware or software relating to

#### 14 THE CONTRACTS OF THE BUSINES

- 14.1 None of the Contracts:
  - 14.1.1 involves or is likely to involves or a long term, unusu
  - 14.1.2 is in any way otherwise that Business and on arm's length
- 14.2 A true and complete copy of each Letter.
- 14.3 There is not outstanding, and there been outstanding, any agreement Member of the Seller's Group or any the Business which is not entirely of
- 14.4 The Seller is not aware of any reaso of or suppliers of the Business are purchases from or supplies to the E value of their purchases or suppli months>> months prior to the Transf
- 14.5 To the best of the knowledge and be likely to have any adverse effect on t the Business with the Business.

to fair wear and tear) re and hire-purchase hed to the Disclosure e with all applicable ropriate maintenance ated by the contractor ically, the Seller is the able it to keep, copy, s and does not share son. ions, expenditure or al nature; proper course of the hed to the Disclosure g the last three years h the Seller and any ngement in relation to he existing customers e the volume of their comparison with the <<Insert number of hsaction is not of itself ustomer or supplier of

#### 15 **EMPLOYEES**

- 15.1 No person is employed in the Busine
- 15.2 All contracts between the Seller and three months' notice or less without or a statutory redundancy payment) or pension.
- 15.3 The Disclosure Letter contains ano employment, period of continuous and age of each Employee and the t
- 15.4 The Seller has not offered, promis contract of any Employee.
- 15.5 In respect of each Employee, th Employment Legislation
- 15.6 Within the year ending at the Transfe
  - 15.6.1 in relation to any Employee Secretary of State or started under Chapter II of Part IV (Consolidation) Act 1992 or Chapter II of Part IV of that A
  - 15.6.2 been a party to a relevant tra to comply with a duty to inf under those Regulations.
- 15.7 The Seller has no agreement or arrangement. The Seller has no agreement or arrangement of Employees Regula recognise a trade union, works representing any of its Employees request nor are there any negotiatic arrangement.
- 15.8 The Seller is not a party to, nor bou any of its directors, other officers o bonus, commission or any other ince
- 15.9 To the best of the knowledge and be likely to have any adverse effect upo

#### 16 **PENSIONS**

16.1 The Disclosed Schemes are the onl

vees.

ninable at any time on an for unfair dismissal n wages, commission

ame, date of start of other benefits, grade ach Employee.

uture variation in the

with all applicable

t:

incies to the relevant priate representatives ind Labour Relations its obligations under

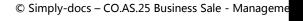
Regulations) or failed priate representatives

er the Information and e) with and does not tion or other body eceived any notice or ny such agreement or

ntroduce in respect of option, profit sharing,

hsaction is not of itself / Employee.

hich the Seller has or



could have any liability to provide defined in Chapter 2 of Part 6 of the

- 16.2 The Seller has supplied to the Buyer date details of each of the Disclosed liabilities under it.
- 16.3 << Insert additional pensions warra position>>

#### 17 **PROPERTY**

- 17.1 The Particulars of the Property sh accurate.
- 17.2 The Seller has good and marketal possession of the Property free from
- 17.3 There are appurtenant to the Prope use and enjoyment.
- 17.4 The Seller has in its possession or documents which are necessary to p
- 17.5 There are no restrictive covenants restrictions, agreements, conditions Property for the purpose or purpose such use is the permitted use und Planning Acts 1971 to 1990 and statutory instruments and regulation the requirements of any local author under section 52 of the Town and 0 Town and Country Planning Act 1 (Miscellaneous Provisions) Act 1982
- 17.6 All written replies given by or on b enquiries by or on behalf of the Bu and accurate at the date they were if the replies were instead being give
- 17.7 The Property comprises all the land the Seller for the purposes of the Bu

#### 18 **INFORMATION**

- 18.1 All information contained in or refe accurate and not misleading.
- 18.2 The replies to the legal due diligence

relevant benefits, as Pensions) Act 2003. III, accurate and up to eller's obligations and o reflect the factual true, complete and usive occupation and ents necessary for its stamped deeds and l, or orders, charges, reclude the use of the s now used and each e Town and Country ment thereof and all is in accordance with ave been entered into 71, section 106 of the e Local Government

ponse to any written perty were complete omplete and accurate

eased or occupied by

re Letter is true and

rt a Date>> raised on

behalf of the Buyer were when given

#### 19 **TAX**

- 19.1 The Seller has no material agreen transactions entered into in the coutransactions will be subject to Ta accordance with the relevant legislate.
- 19.2 The Seller is not aware of any disp any dispute with any relevant Taxati
- 19.3 The Seller does not conduct and through a branch, agency or pe Kingdom, and the Business has not of any person not resident for any ta
- 19.4 No material sum of an income is commitment relating to the Busine been disallowed wholly or in part as profits for Taxation purposes.
- 19.5 None of the Assets are subject to t sections 90 to 104 (inclusive) of the
- 19.6 The Plant will not be given a dispos of the Seller which is less than the virtue of the operation of section 185
- 19.7 The amount of the consideration allo less than the eligible cost therefor fo
- 19.8 There is no P11D dispensation in for
- 19.9 The Seller is not transferring any as XV of the Value Added Tax Regulati

ete ar

ete and accurate.

Authority relating to rsuant to which such ich is not strictly in

s likely to give rise to n with the Business.

part of the Business outside the United g as branch or agent ted Kingdom.

existing contract or after Completion has compiling the Seller's

e assets contained in 001.

bwances computation in this Agreement by s Act 2001.

this Agreement is not vances purposes.

e Employees.

eement to which Part

SCH

Pension a

<<Insert pension arrangements>>

### SCH

#### Purch

- 1.1 The Purchase Price shall be Agreement in relation to Credit of the sum of £<<Amount in which shall be paid in cash on (
- 1.2 The Assets shall have the Transaction:

Goodwill

Stocks

Plant

Contracts

Intellectual Property Rights

Property\*

**Book Debts** 

**Books and Records** 

The rights referred to in Clause 2.9

- \* apportioned as indicated in So
- 1.3 Unless otherwise specified, any the Seller pursuant to this Sch draft in favour of the [Seller] [ be sufficient discharge to th following account:

Bank: << >>

Branch: << >>

Sort Code: << >>

Account Name: << >>

Account Number: << >>]

ures>>

ures>>

ures>>

ures>>

made by the Buyer to by way of a [banker's receipt thereof shall phic transfer to the

he Buyer to the Seller words>> pound[s]),

gs contained in this

ne purposes of this

ures>>

ures>>

ures>>

Signed by <<Insert Name>>for and on behalf of <<Name of Seller>> LIMITED/PLC

Signed by <<Insert Name>> for and on behalf of <<Name of Buyer>> LIMITED/PLC

Signed by <<Insert Name>> for and on behalf of <<Name of Guarantor>> LIMITED/PLC

