* **Find a Restaurant**
	+ Research available restaurants
	+ (optional) Find a restaurant broker
	+ **Secret shop**
		- Restaurant 1: \_\_\_\_\_\_\_\_\_\_\_\_
		- Restaurant 2 :\_\_\_\_\_\_\_\_\_\_\_\_
		- Restaurant 3: \_\_\_\_\_\_\_\_\_\_\_\_
* **Secure an attorney**
	+ Appraise restaurants you are considering
* **Get Funding**
	+ Assess available personal funds
	+ Apply for Small Business Loans
	+ Seek investors
		- Have the attorney create investor agreement
* **Negotiate with Seller**
	+ Clarify what is included in sale
		- Lease
		- Business identity
		- Branding
		- Equipment
		- Permits
		- Licenses
		- Insurance policies
		- Operational documents
		- Inventory
		- Attorney creates Letter of Intent
		- **Perform Due Diligence**
		- Assess lease terms
		- Review financial statements
		- Review insurance policies
		- Review permits & licenses
		- Review tax history
		- Look for patents and trademarks
		- Review personnel documents and salaries
		- Review vendor contracts
		- Ask about “grandfather” clauses
	+ **Complete Purchase**
		- Set closing date
		- Schedule transition
		- Draft purchase agreement
		- Sign purchase agreement
		- **Change the locks!**