**Transaction Checklist**

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| **Acquisition**  |
| sign acquisition agreement |
| receive retainer |
| determine suitable models |
| preliminary research |
| narrow down to 2-3 planes for offers |
| make offer(s) |
| sign LOI |
| determine PPI Scope and Location |
| send deposit to escrow |
| negotiate APA |
| sign APA |
| relocate Aircraft to Service Center |
| Prepay PPI Costs |
| Begin PPI |
| Hire Management and/or Pilots |
| Obtain insurance |
| Secure hangar space |
| tax planning |
| Secure financing |
| review PPI |
| schedule post-closing improvements |
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| **Sale (pre-closing)** |
| present offer to seller |
| negotiate offer |
| sign offer |
| receive deposit |
| negotiate APA |
| sign APA |
| approve PPI work scope |
| PPI prepayment |
| deliver aircraft to service center |
| begin PPI |