ELITE VALUATION

405 Interstellar, Sindhubhavan Road, Ahmedabad, Gujarat, India

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Financial Modelling Checklist

Given below is a detailed list of required data/ information for Financial Modelling.

Sr. No	Particulars
1	Purpose of the financial model, model period, base date and required output structure.
2	Brief overview of the company's business activities, revenue model and operating locations.
3	Audited Financial Statements for the past three years, including notes to accounts.
4	Provisional Financial Statements / latest MIS as on the model start date.
5	Existing financial model, business plan, projections or budget prepared by the management, if any.
6	Revenue assumptions with product-wise, service-wise, customer-wise or segment-wise breakup, wherever available.
7	Historical and projected volume, pricing, occupancy, utilisation, capacity or other operating drivers relevant to revenue.
8	Details of order book, confirmed contracts, pipeline, recurring revenue, renewal assumptions and expected conversion, if applicable.
9	Discounts, rebates, escalation clauses, credit notes and other revenue adjustment assumptions.
10	Direct cost assumptions, gross margin assumptions and variable cost drivers.
11	Employee cost assumptions including current headcount, proposed hiring plan, increments, incentives and attrition, if relevant.
12	Administrative, selling, marketing and other overhead assumptions, with fixed and variable cost breakup wherever possible.
13	Details of one-time, non-recurring, exceptional or abnormal income and expenses to be adjusted in the model.

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Financial Modelling Checklist

Continued list of required data/ information for Financial Modelling.

Sr. No	Particulars
14	Capital expenditure plan with timing, nature of assets, expansion cost and maintenance capex assumptions.
15	Fixed asset register, depreciation policy and depreciation / amortisation assumptions.
16	Working capital assumptions including receivable days, payable days, inventory days, advances and security deposits.
17	Existing and proposed loan schedules with interest rate, repayment terms, moratorium, security and processing charges, if any.
18	Funding plan including equity infusion, debt drawdown, promoter contribution or investor funding assumptions, if any.
19	Tax assumptions including tax rate, MAT, brought forward losses, tax holiday, deferred tax and major tax adjustments, if any.
20	Details of lease rent, branch expansion, premises cost, related party payments, royalty, commission or management charges, if any.
21	Key operational KPIs / business drivers to be tracked separately in the model.
22	Required financial statements and schedules, including projected Profit and Loss, Balance Sheet, Cash Flow, working capital, debt and capex schedules.
23	Required ratios and output metrics such as EBITDA margin, net profit margin, DSCR, debt equity ratio, IRR, payback or valuation metrics, if applicable.
24	Scenario and sensitivity assumptions to be built in the model, including base case, optimistic case and conservative case, if required.
25	Source documents, basis of assumptions and management confirmation for key assumptions used in the model.