

Company Structure.

- Certificate of Incorporation/Articles of Incorporation (including any amendments)
- All shareholders communications and actions and meeting minutes
- All board of directors actions and meeting minutes
- Detailed shareholder and optionee lists
- Summary of vesting schedule for any share or option subject to vesting period
- Any agreement related to any preferential right related to stocks and options

Legal and Regulatory.

- All documents relating to any pending or threatened litigation, or disputes which could potentially lead to litigation
- Any injunction, judgment, decree, order, settlement agreement or similar
- All correspondence between the Company and HMRC and other public offices
- All agreements signed by the company with clients, partners and relevant suppliers
- All leasing agreements
- List of patents, copyrights and trademarks owned by the Company

Management, Employees and Consultants.

- All agreements signed with the management and the employees
- All consulting contracts
- List of directors and organizational chart

Debt Financing.

- All debt instruments and credit agreements entered into by the Company
- Any charge or security given by the Company

Miscellanea.

- Last 5 years' financial statements
- Latest business plans
- Any relevant market study
- Documents with strategic relevance (marketing, operations, corporate plans)
- IT systems and platforms the Company uses to operate