



CONFIDENTIAL FOUNDER REVIEW

— DURISKA · CONFIDENTIAL FOUNDER REVIEW WORKSHEET

Confidential *Founder Review* Worksheet

A short intake worksheet for founders who want a structured pre-exit review before committing to a Strategy Session or the Founder's Holdco Protocol.

PREPARED FOR USE WITH THE FOUNDER'S HOLDCO PROTOCOL

FIRM
KILIAN LEGAL s.r.o.

PRINCIPAL
Róbert Ďuriška LL.M.
J.D.

VERSION
1.0 · 2026

CONFIDENTIAL
For founder use

Purpose & Confidentiality

Use this worksheet to summarise the facts needed for an initial screening: ownership, timing, expected transaction value, structure, red flags, and document availability.

– PURPOSE

This worksheet is the structured intake for a confidential review. It is not a substitute for legal or tax advice. Submitting it does not create an attorney-client relationship.

– CONFIDENTIALITY

Only share information through a secure channel or directly by email after confirming the recipient. Do not include unnecessary trade secrets, passwords, access credentials, or personal data that is not relevant to the review.

When to send this worksheet

SEND THIS WHEN

- ✓ Exit may occur in 12-36 months
- ✓ Expected transaction value is above €2M
- ✓ Ownership structure is not fully documented
- ✓ You want a fast eligibility screen before committing to a paid engagement

DO NOT USE THIS FOR

- ✗ Active SPA negotiation
- ✗ Tax filing without advisor review
- ✗ Urgent litigation or disputes
- ✗ Guaranteed tax outcome requests

– LEGAL NOTE

Submitting this worksheet does not create an attorney-client relationship unless and until an engagement letter is signed. Do not rely on any preliminary response as legal or tax advice unless it is expressly provided under an engagement.

Section 1 · *Founder and Company Facts*

Complete only what is relevant. Leave unknown items blank and mark them as open issues.

FOUNDER NAME

EMAIL / PHONE

COMPANY NAME

COMPANY JURISDICTION

ROLE IN COMPANY

CURRENT OWNERSHIP PERCENTAGE

EXPECTED TRANSACTION VALUE

TARGET EXIT WINDOW

PREFERRED LANGUAGE: SLOVAK / ENGLISH / HUNGARIAN

SHORT COMPANY DESCRIPTION

Section 2 · *Transaction and Timing*

Mark the boxes that describe your current expectation. These answers determine whether the Protocol is structurally appropriate.

TRANSACTION CHECKPOINT	YES	NO	DETAILS
Possible buyer or investor has already been identified.	<input type="checkbox"/>	<input type="checkbox"/>	
LOI has already been discussed or sent.	<input type="checkbox"/>	<input type="checkbox"/>	
Founder expects a full sale.	<input type="checkbox"/>	<input type="checkbox"/>	
Founder expects a secondary sale only.	<input type="checkbox"/>	<input type="checkbox"/>	
Founder expects succession or family transfer.	<input type="checkbox"/>	<input type="checkbox"/>	
Founder expects a partial sale with retained ownership.	<input type="checkbox"/>	<input type="checkbox"/>	
Buyer due diligence is likely to be international and English-language.	<input type="checkbox"/>	<input type="checkbox"/>	
There is urgency because the buyer process may start within 12 months.	<input type="checkbox"/>	<input type="checkbox"/>	

DESCRIBE THE EXPECTED TRANSACTION

Section 3 · Current Ownership Structure

Attach a simple structure chart if available. It can be handwritten. The goal is to show who owns what, when, and via which entity.

Who owns the operating company today?	
Is there an existing Holdco?	
When was the current structure implemented?	
Were shares or ownership interests transferred previously?	
Are there option holders, advisors, or phantom-equity promises?	
Are there minority rights, veto rights, drag/tag rights, or transfer restrictions?	
Does RPVS information match the actual ownership?	
Are any founders, investors, or family members in dispute?	

KNOWN STRUCTURE CONCERNS

Section 4 · Documents Available

Mark what you can provide within 48 hours. Missing documents are not fatal; they simply change the review scope.

DOCUMENT	YES	NO	AVAILABLE / MISSING
Current cap table.	<input type="checkbox"/>	<input type="checkbox"/>	
Company register extracts.	<input type="checkbox"/>	<input type="checkbox"/>	
Shareholder agreement or articles.	<input type="checkbox"/>	<input type="checkbox"/>	
Transfer agreements, subscription documents, or capital-increase records.	<input type="checkbox"/>	<input type="checkbox"/>	
Option plan, advisor-equity, or side-letter documentation.	<input type="checkbox"/>	<input type="checkbox"/>	
RPVS filing or beneficial-owner documentation.	<input type="checkbox"/>	<input type="checkbox"/>	
Board or shareholder minutes and resolutions.	<input type="checkbox"/>	<input type="checkbox"/>	
Accounting records for holding entity if one exists.	<input type="checkbox"/>	<input type="checkbox"/>	
Prior tax or legal memo related to the structure.	<input type="checkbox"/>	<input type="checkbox"/>	
Existing dataroom or diligence index.	<input type="checkbox"/>	<input type="checkbox"/>	

— REMINDER

Do not send original documents until the engagement path and confidentiality process are clear. A list or screenshot of available documents is often enough for the first screen.

Section 5 · Questions for Review

Use this page to define what you want answered. Clear questions produce a better first response.

QUESTION	WHY IT MATTERS	PRIORITY

— HOW TO SUBMIT

Email subject: "Confidential Review Request"

robert@duriska.com

RÓBERT ĎURIŠKA LL.M. J.D. · KILIAN LEGAL S.R.O.

Attach this worksheet or paste the answers into the email. Include expected exit window and expected transaction value in the first paragraph. I read every submission personally.

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