**Asset Inventory Worksheet**

**Overview**

Assets are things that have value. They include tangible or physical things like land and money. They also include intangible things like knowledge and experience. Both may be involved in your transfer.

**Examples of Assets**

**Tangible Assets** **Intangible Assets**

Community relationships

Management skills

Customer lists

Financial e.g., cash or investments

Land

Equipment

Crops/livestock

**Directions**

Use the following worksheet to inventory and prioritize the assets you plan to transfer. In the left column, list the assets in priority order. In the middle column, rank the importance of the asset to the other party with 1 indicating what you think is their highest priority. In the third column, confirm the other party’s priorities based on conversations. In cases where they are not interested in acquiring an asset, list next steps (e.g., finding another buyer for a piece of equipment).

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| --- | --- | --- |
| **List assets you’d like to transfer in**  **priority order** | **Number priority for other party** | **Date you confirmed with other party**  If the other party is not interested in acquiring any asset, note next steps. |
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