



# Pre-IPO Investment Checklist

UpMarket's Guide For Pre-IPO  
(Venture Secondary) Investments



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# INTRODUCTION & HIGH-LEVEL CHECKLIST

Pre-IPO investments can offer significant opportunities but require thorough due diligence. This checklist is designed to guide investors through key considerations when evaluating private company shares acquired through secondary markets. Use this as a starting framework for organizing your research and decision-making process.

## High-Level Checklist

- |   |  |
|---|--|
| <input type="checkbox"/> Review all subscription documents          | <input type="checkbox"/> Evaluate liquidity terms and restrictions         |
| <input type="checkbox"/> Research broker or entity providing access | <input type="checkbox"/> Underwrite your investment expectations           |
| <input type="checkbox"/> Verify broker-dealer registration status   | <input type="checkbox"/> Consider portfolio diversification impact         |
| <input type="checkbox"/> Understand fund/SPV structure              | <input type="checkbox"/> Understand key risk factors                       |
| <input type="checkbox"/> Confirm minimum investment requirements    | <input type="checkbox"/> Assess realistic liquidity timeline               |
| <input type="checkbox"/> Review fee structure and schedule          | <input type="checkbox"/> Confirm ownership verification process            |
| <input type="checkbox"/> Assess underlying investment target        | <input type="checkbox"/> Consult with legal counsel, if needed             |
| <input type="checkbox"/> Confirm eligibility to invest in offering  | <input type="checkbox"/> Review historical performance data (if available) |
- Accredited Investor vs. Qualified Purchaser



**Practice tip:** AI tools like ChatGPT or Google's Gemini can provide helpful initial analysis of complex legal documents in subscription packages, saving time during early evaluation stages. However, these tools have limitations when interpreting nuanced legal language. Before committing to an investment, you may want to consult with a qualified attorney who specializes in private securities transactions to ensure you fully understand all terms and their potential implications.

**Disclaimer:** This checklist is for general informational purposes only and is not investment advice, nor an offer to buy or sell securities. It is not a substitute for personalized due diligence. Each investment and investor is unique, and you should use your own judgment and consult appropriate advisors before making any decisions. Completion of this checklist does not imply any endorsement, warranty, or guarantee from UpMarket. Please refer to the full disclaimer at the end of this document for important disclosures and regulatory information.





# INVESTMENT TERMS

## Core Terms

\_\_\_\_\_ Company Name

\_\_\_\_\_ Per Share Price

\_\_\_\_\_ Implied company valuation

\_\_\_\_\_ Access Method - SPV access? Direct cap table? Employee shares?



**Practice tip:** Each access method carries different implications for liquidity, legal rights, and potential complications. SPVs provide simplified access but add a layer of fees and management; direct cap table investments offer cleaner ownership but may have higher minimums; employee shares might come with specific transfer restrictions or rights of first refusal. Understand how your access method affects your rights, costs, and exit options before proceeding.

## Pricing & Valuation:

\_\_\_\_\_ Your analysis of the entry valuation

\_\_\_\_\_ Discount/premium to last primary round?

\_\_\_\_\_ Discount/premium to last tender offer?

\_\_\_\_\_ Have you considered the company's growth trajectory and researched various valuation metrics that may be available online?



**Practice tip:** Due to the private nature of these companies, comprehensive data is often limited or not publicly available. You may need to rely on partial information, private research reports, or industry comparables to perform your investment analysis. Consider this information asymmetry when evaluating risk and potential return.



# INVESTMENT FEES

## Fees & Costs:

- \_\_\_\_\_ Management fees (typically 1-3% annually)
- \_\_\_\_\_ Performance fees/carried interest (typically 10-25%, may include hurdle)
- \_\_\_\_\_ Subscription or brokerage fees (typically 1-6%)
- \_\_\_\_\_ Other expenses Fees vary (administrative, legal, etc.)
- \_\_\_\_\_ Total fees over five-year hold time assuming investment is flat (use our free calculator linked below to estimate total fees)



**Practice tip:** Fee structures can significantly erode investment returns, especially in high-growth scenarios. Calculate the impact of management fees, carried interest, and other expenses across your bull/mid/bear case scenarios (Page 6) to fully understand how they affect your potential returns in different outcomes.



Use Our Fee Calculator



## Alternative Investment Fee Calculator

Stop Guessing.  
See How Fees Impact Your Returns .







# VALUATION ANALYSIS

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Competitor Analysis: similar private/public companies identified

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Current valuation relative to comps

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Customer concentration and other company risk factors

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Competitive landscape analysis

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Growth rate and comparison of growth to comps

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Profitability metrics analyzed

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Management Team Evaluation

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## PRICING & VALUATION



# SHARE CLASS, SECONDARY MARKET DYNAMICS, AND TAXES

## Share Class & Structure:

- \_\_\_\_\_ Common vs. preferred shares
- \_\_\_\_\_ Super voting vs. standard voting rights
- \_\_\_\_\_ Liquidation preferences
- \_\_\_\_\_ Lock-up periods & transfer restrictions
- \_\_\_\_\_ Distribution method (shares vs. cash) upon IPO



**Practice tip:** If the fund distributes cash instead of shares upon IPO or exit, this typically constitutes a taxable event. Consider the tax implications of receiving cash distributions versus holding shares in a brokerage account after IPO when evaluating investment opportunities.

## Secondary Market Dynamics:

- \_\_\_\_\_ Recent secondary transaction history
- \_\_\_\_\_ Factors affecting current secondary pricing
- \_\_\_\_\_ Demand/supply imbalances in private shares
- \_\_\_\_\_ Historical secondary discount trends



**Practice tip:** Secondary markets often have different pricing dynamics than primary rounds. Prices can vary based on seller urgency, information availability, and changing market conditions. Research recent secondary transactions to gauge appropriate pricing and current market sentiment.

## Tax Considerations:

\_\_\_\_\_ Expected holding period tax implications (short vs. long-term capital gains)

\_\_\_\_\_ Any Special tax situations (if applicable) – Can you invest through a [Self-Directed IRA](#)?





# INVESTMENT THESIS

## Your Investment Thesis

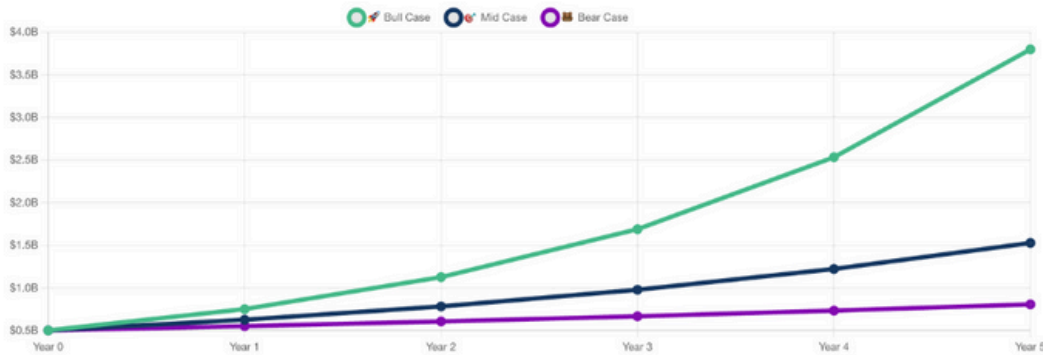
- Bull case: \_\_\_\_\_
- Mid case: \_\_\_\_\_
- Bear case: \_\_\_\_\_



Use Our Pre-IPO Revenue & Exit Multiple Tool

## Pre-IPO Revenue and Exit Valuation Calculator

Seamlessly model your investment underwriting



## Investment Rationale:

Top 3 Reasons to Invest:

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Top 3 Risks to the Investment:

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# INVESTMENT ANALYSIS

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Risk Exposure: Does adding this investment expose my portfolio more to certain risks?

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Expected hold time to liquidity

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Target return for this investment

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How this fits within your overall portfolio

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Sector concentration assessment

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Market condition assumptions

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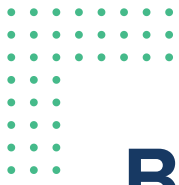
Liquidity Scenarios and Exit Options



## INVESTMENT ANALYSIS







# BROKER & FUND DILIGENCE

## Broker-Dealer Verification:

- ☐ Is the platform or intermediary a registered broker-dealer?
- ☐ FINRA registration checked
- ☐ Regulatory history/complaints checked

Broker Years in Business: \_\_\_\_\_

## Broker Track Record:

- \_\_\_\_\_ Experience with similar offerings
- \_\_\_\_\_ Successful exits from previous offerings
- \_\_\_\_\_ Broker has in-house operations team for ongoing support
- \_\_\_\_\_ Total broker transaction volume

## Fund Structure Assessment:

\_\_\_\_\_ If SPV, age of underlying fund you are investing into



**Practice tip:** When investing in funds with longer vintages, be aware that fund managers may liquidate positions to return capital to investors as they approach the end of their fund lifecycle. If this happens with your investment, you might receive cash instead of shares, triggering a taxable event and ending your exposure to the company you intended to invest in. Verify the fund's age and wind-down timeline to assess this risk before investing.

- \_\_\_\_\_ Transparency & reporting frequency
- \_\_\_\_\_ Access to audited financials
- \_\_\_\_\_ Verification of underlying share ownership



# INVESTMENT DECISION

## Will You Invest in This Opportunity:



Yes



No

Company Name

### Rationale:

### Key Reasons for Decision:

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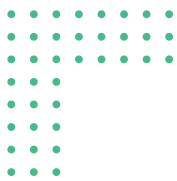
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## Next Steps:

### Additional Notes:

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## Resources:

UpMarket Homepage: [www.upmarket.co](http://www.upmarket.co)

UpMarket Blog: [www.upmarket.co/blog](http://www.upmarket.co/blog)

Contact: [invest@upmarket.co](mailto:invest@upmarket.co)





## UpMarket Streamlines Access to Alternative Investments

Invest in Pre-IPO Companies, Hedge Funds, Private Equity and other alternatives.

 UpMarket has helped hundreds of investors move **over \$200 million** into private markets.

### Firm Overview

- ✓ Founded in 2019, with over 700 investors who have invested more than \$200 million.
- ✓ U.S.-based broker dealer with dedicated investment, sales, and fund operations teams.
- ✓ Secure online platform enabling investment-to-exit management: Access fund updates, valuation reporting and tax documents all in one place.
- ✓ Our goal is to make investing in alternatives as transparent and easy as possible.

### Past Investments and Exits



UpMarket Platform's Access Funds are offered through Upmarket Securities LLC, a FINRA registered Broker-Dealer. For disclosures visit [upmarket.co](https://upmarket.co)



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