

BIZACQUIR

PURCHASE & TRANSFER GUIDE

Your guide to a successful transaction

A clear, structured journey for buyers and sellers of online businesses—from first enquiry to completed handover.

● Secure process ● Guided handover ● Clear deal terms

■ For Buyers

Find, evaluate, and acquire online businesses with clear expectations.

■ For Sellers

Present your business, communicate clearly, and prepare a smooth handover.

◆ Secure & Transparent

Keep agreed terms, responsibilities, and completion steps documented.

Before you begin

A transaction is easier when both parties understand exactly what is being sold, what is included, when payment happens, and how the handover will be confirmed. Use this guide alongside your signed agreement and the applicable BizAcquir terms.

QUICK CHECKLIST

Confirm the business and included assets · Verify key information · Agree on price and responsibilities · Sign the agreement · Follow the agreed payment process · Test the handover before completion.

The Transaction Journey

Seven steps from enquiry to completion

1	2	3	4	5	6	7
Browse & Enquire	Discuss & Review	Due Diligence	Agree Terms	Secure Payment	Transfer Assets	Confirm Completion
Explore listings and send an enquiry.	Clarify details and request evidence.	Review figures, assets, and risks.	Confirm price, scope, and responsibilities.	Follow the agreed payment process.	Seller transfers the agreed assets.	Buyer tests access and confirms receipt.

BUYER GUIDANCE • Find a business that matches your goals • Ask for evidence behind important claims • Confirm exactly what is included • Test every transferred asset • Change passwords and recovery details	SELLER GUIDANCE • Prepare accurate listing information • Clearly define included and excluded assets • Organize access and transfer instructions • Keep deadlines and responsibilities written • Provide reasonable handover assistance
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Keep communication, agreed terms, and important confirmations documented throughout the process.

Detailed Process & Handover

Use this section as a practical transaction checklist.

STEP 1 — Find a business and make an enquiry	Create an account and contact the seller through the listing or deal chat. Review the listing carefully and ask about revenue, expenses, traffic, ownership, and restrictions. Treat seller-provided figures as information to verify.
STEP 2 — Agree on the price and included assets	Confirm the exact business, domain, stores, accounts, content, customer data, software, advertising assets, exclusions, support period, and outstanding obligations. Record important details in the written agreement before signing.
STEP 3 — Sign the agreement	Both parties should review and sign the applicable purchase agreement. Identify the assets, responsibilities, deadlines, and process for handling missing items or disputes.
STEP 4 — Complete payment through the agreed process	Follow the payment instructions shown in your deal. Do not send funds to an unverified third party or transfer sensitive assets before payment and transaction status are confirmed.
STEP 5 — Transfer the agreed assets	The seller transfers each agreed asset and provides reasonable handover assistance. The buyer should have receiving email addresses, account details, registrar access, and security information ready.
STEP 6 — Test everything and confirm receipt	The buyer should independently test ownership and access to every agreed asset. Report missing, blocked, or incorrect items before confirming completion.
STEP 7 — Completion and seller payout	After the buyer confirms that the agreed handover is complete, the transaction can be marked completed and any payout process can proceed according to the agreement and BizAcquir terms.

Handover Checklist

Asset	Confirm before completion
Store	Ownership, admin access, products, orders, settings, and agreed content
Domain	Registrar ownership, DNS control, renewal details, and transfer restrictions
Payment / merchant accounts	Only the access and transfer rights explicitly included in the agreement
Advertising	Google Ads, Meta, pixels, audiences, and billing responsibilities where included
Email & social accounts	Credentials, recovery methods, ownership, and account security
Apps & tracking	Subscriptions, integrations, analytics, pixels, and third-party obligations

IMPORTANT REMINDERS

Keep a written record of agreed assets and deadlines. Change passwords, enable two-factor authentication, update recovery information, and verify billing and payment-provider details. A completed transfer does not guarantee future revenue, advertising approval, or payment-provider approval.