

## How to Create a Shareholder Agreement

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A shareholder agreement is a crucial document for any company with multiple shareholders. It outlines the rights, responsibilities, and procedures for making decisions and resolving disputes among shareholders.

The agreement should clearly define these six areas:

1. **Define the Purpose of the Shareholder Agreement:** The first step in creating a shareholder agreement is to clearly define the purpose of the agreement. This may include outlining the specific rights and responsibilities of shareholders, as well as outlining the process for making decisions and resolving disputes.
2. **Outline the Ownership Structure:** It is important to outline the ownership structure of the company in the shareholder agreement. This may include information on the number of shares that have been issued, the percentage of ownership held by each shareholder, and any restrictions on the transfer of shares.
3. **Established Decision-Making Procedures:** The shareholder agreement should establish procedures for making decisions about the company. This may include outlining the process for voting on important matters, such as the election of directors and the approval of major transactions.
4. **Address Potential Conflicts of Interest:** Shareholder agreements should address potential conflicts of interest that may arise between shareholders. This may include provisions for dealing with related-party transactions, such as transactions between the company and a shareholder or a company controlled by a shareholder.
5. **Established Dispute Resolution Procedures:** The shareholder agreement should establish procedures for resolving disputes that may arise between shareholders. This may include provisions for mediation or arbitration, as well as procedures for bringing legal action.
6. **Review and Update Regularly:** It is important to review and update the shareholder agreement regularly to ensure that it continues to meet the needs of the company and its

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### Madison, WI

1221 John Q Hammons Drive  
Suite 100  
Madison, WI 53717

**Phone: (608) 831-8181**  
**Fax: (608) 831-4243**

### Brookfield, WI

18650 W. Corporate Drive  
Suite 200  
Brookfield, WI 53045

**Phone: (262) 641-6888**  
**Fax: (262) 641-6880**

### Colorado Springs, CO

P.O. Box 62786  
Colorado Springs, CO 80962  
**Phone: (719) 413-5551**

### Contact Us:

**Email: [info@SVAaccountants.com](mailto:info@SVAaccountants.com)**  
**Web: [SVAaccountants.com](http://SVAaccountants.com)**

shareholders. This may include updating the agreement to reflect changes in the ownership structure of the company or changes in the laws that govern the company.

It's important to keep in mind that a shareholder agreement is a legally binding document and should be written by an attorney and reviewed by all parties involved. It should be tailored to the specific needs and circumstances of the company and its shareholders.

A shareholder agreement is not the same as the company's articles of association, which is a public document that outlines the company's structure management and ownership. The shareholder agreement is a private document that deals with the specific rights and responsibilities of the shareholders.

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