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Free Legal Resource · 2026

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Partnership Agreement Checklist

Action Checklist — ClearLegalTips.com (2026)

Document how the partnership runs and how profits are shared.

Partners

Listed all partners and contributions

Set profit/loss sharing ratios

Chose general or limited structure

Operations

Defined roles and authority

Set decision-making and voting rules

Addressed draws and salaries

Execute

Added buy-out and dissolution terms

All partners signed and dated

Stored with business records

Notes

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vary by state and change over time. Consult a licensed attorney for advice specific to your situation.