



**SIERRA<sup>NZ</sup>**  
COFFEE

## **"THE NEXT STEP"**

### **Notes for Franchise Applicants**

All the information contained in your application will be kept strictly confidential. Disclosure to others will be made only with your permission.

The information provided in your application forms the basis of a decision as to your suitability as a franchisee, and thus, should be detailed and accurate.

### **Franchise Application Form**

- A.** The following application form has been designed to assist in determining the suitability of applicants who wish to become a franchisee.
- B.** In the event that the franchisee is a partnership, all partners must complete a Franchisee Application Form.
- C.** Similarly, if a company applies for a franchise, the application should be filled out by the major shareholders in the company.



If your children are working full or part-time, what are their places or work?

.....

When did you last have a thorough medical checkup? .....

What were the results? .....

Describe any physical disabilities or limitations: .....

.....

Have you ever been convicted of anything other than a minor traffic infringement?

If so, please describe .....

.....

List any hobbies, community activities, sports, special activities or clubs you belong to:

.....

.....

**EDUCATION**

Years at:    High School .....                      University .....

                    Technical Institute .....

Name any qualifications/diplomas/certificates and where gained:

.....

.....

.....

Are you confident in the use of computers? .....

EMPLOYMENT &/OR BUSINESS EXPERIENCE

Present Occupation: .....  
(Position) (Company)

Address: .....

Describe duties, number of persons supervised, responsibilities, etc.

.....  
.....  
.....  
.....

PREVIOUS EMPLOYMENT &/OR BUSINESS EXPERIENCE

*(Show exact names and addresses for last 5 years)*

<u>Dates</u> (Most recent first)	<u>Name of Firm &amp; Address</u>	<u>Position</u>
1. From.....to .....	..... .....	..... .....
2. From.....to .....	..... .....	..... .....
3. From.....to .....	..... .....	..... .....
4. From.....to .....	..... .....	..... .....
5. From.....to .....	..... .....	..... .....

Have you ever been self-employed?.....

.....  
.....

If you are currently self-employed, how many staff do you employ? .....

Do you have a partner? .....

When you reflect on your career to date, what positions & responsibilities have you enjoyed the MOST?

.....

Why? .....

.....

When you reflect on your career to date, what positions & responsibilities have you LEAST enjoyed?

.....

Why? .....

.....

what do you know about franchising?

.....

.....

Do any of your friends own a franchise? .....

When? ..... Type? .....

What were there honest impressions? .....

.....

.....

What influence (if any) has this experience on your current application?

.....

What are your goals for the next five years?

.....

.....

What, in your opinion, are the main factors which contribute to the operation of a successful business?

.....

.....

GENERAL INFORMATION

If necessary, are you prepared to move from your town/city? .....



Will you devote your full time to this business? .....

If not, please state how you propose to operate the business:.....

.....  
.....

Are you considering a partner? .....

If so, have your partner complete an additional application form.

Partner's Name: .....

Address: .....

.....

Phone: .....

Your percentage of the business: .....

Partner's percentage: .....

Will your partner devote their fulltime to the business? .....

Why are you seeking a business of your own? .....

.....  
.....

### PERSONAL REFEREES

1. Name: .....

Address: .....

.....

Occupation: .....

Phone: .....

No. of Years Known: .....

2. Name: .....

Address: .....

.....  
Occupation: .....  
Phone: .....  
No. of Years Known: .....

FOR OFFICE USE ONLY

1. ....
2. ....

If your present funds are less than required for the franchise, how do you propose to finance?  
.....

How long have you lived at your present address? .....

Previous Address: .....  
.....

How long? .....

If you rent – Name, Address & Telephone Number of landlord or agent?  
.....

Name of Your Bank: ..... Branch: .....

FINANCIAL REFERENCES

- 1.     .....  
          (*First*)                            (*Address*)                            (*Nature of business transacted*)
  
- 2.     .....  
          (*First*)                            (*Address*)                            (*Nature of business transacted*)
  
- 3.     .....  
          (*First*)                            (*Address*)                            (*Nature of business transacted*)
  
- 4.     .....  
          (*First*)                            (*Address*)                            (*Nature of business transacted*)

It is understood that the purpose of this application is for information only. It is in no way binding upon either The Franchi Coach or the applicant. The applicant understands that referees and previous employers may be contacted. The undersigned certifies that the above information is true and correct.

Signed:                            .....

Date:                                .....

LIABILITIES		VALUES
Bank Overdraft:		\$
Credit Cards:		\$
Mortgages:		
Bank/Lender	Description of Security	\$
		\$
		\$
Hire Purchase Commitments:		\$
Bank Loans ( <i>secured over</i> ):		
Lender	Description of Security	\$
		\$
Income Tax Due:		\$
Loans from Relatives/Friends ( <i>detail any securities</i> ):		\$
Loans on Life Insurance Policies ( <i>detail any securities</i> ):		\$
Other Liabilities ( <i>detail any securities</i> ):		\$
TOTAL LIABILITIES		\$

ASSETS			VALUES
Cash at Bank ( <i>in cheque/savings accounts</i> ):			\$
Short Term Bank Deposits:			\$
Shares held in:			
• Publicly listed companies ( <i>at market value</i> )			\$
• Private companies ( <i>estimated value</i> )			\$
Surrender Value of Life Insurance Policies:			\$
Motor Vehicles ( <i>insured value</i> ):			\$
Property – Freehold ( <i>latest Government valuation</i> ):			
Description	Latest Government Valuation	Estimated Market Valuation	\$
			\$
			\$
			\$
Superannuation:			\$
Other Assets:			\$
			\$
TOTAL ESTIMATED VALUE OF ASSETS			\$
TOTAL ESTIMATED VALUE OF LIABILITIES			\$
TOTAL ESTIMATED NET ASSETS			\$