

Franchise Application Form – Company Information

COMPANY INFORMATION

Date of Application			
Main Contact Name			
Main Contact Mobile Number		Email Address	
Company Name			
Company Status (Ltd, Partner, Sole Trader)			
Company Trading Address			
County		Post Code	
Telephone Number			
Website Address			
Email Address			
Company Reg No			
Company Registered Address (if different from trading address)			
County		Post Code	
Date of Incorporation		Business Start Date	
Vat Number			
If FCA Authorised, FRN and type of permission		Data Protection Licence Number	
BVRLA Member Number		Date of last audit	

ACCOUNTING INFO

Accounting year end		Date of latest audited accounts	
Bankers	Sort Code		Account No

Please enclose a copy of your latest set of full audited accounts plus up to date management figures. If management figures are not available, please enclose your last 3 months bank statements. We require these for our risk assessment and, also to analyse how we may assist you with business development

DEBT INFORMATION

Is the applicant company able to fulfil its financial obligations? If no, please state why	
Does the applicant company have or have had any debt judgments made against it? If yes please state date of judgment, amount, circumstances, date satisfied	
Does the applicant company have any pending litigation which may result in a court hearing? If yes, please give details	
Do any of the Company’s Directors, Partners or the Proprietor or any person with significant control have or have had any debt judgments made against it? If yes please state date of judgment, amount, circumstances, date satisfied	
Do any of the Company’s Directors, Partners or the Proprietor or any person with significant control have any pending litigation which may result in a court hearing? If yes, please give details	
Have any of the Company’s Directors, Partners or the Proprietor or any person with significant control received any convictions or cautions? If yes, please give details	
Is there any other information about the company or the people involved with the company which may affect the financial standing or operation of the business that we should be aware of? Eg long term illness, divorce. If yes, please state details	

COMPANY STAKEHOLDERS

Please detail Directors and Shareholders. Each should also complete a Personal Information Form

Main Contact Name	
Number of Directors or Partners	
Person with Significant Control	
Shareholder Name	Shareholding %
Shareholder Name	Shareholding %
Shareholder Name	Shareholding %
Shareholder Name	Shareholding %
Shareholder Name	Shareholding %

REGULATORY QUESTIONS

Explain the culture of your business					
How do your staff learn about this and embrace it?					
What is your attitude to training?					
What is your understanding of regulatory compliance and treating customers fairly?					
Do you have a phone system that records all calls?					
Do you have a Performance Management System or Process?					
How do you assess your staff's competency and their fair treatment of customers?					
Do your staff receive any performance related pay eg commission?	<table border="1"> <tr> <td>Yes</td> <td></td> <td>No</td> <td></td> </tr> </table>	Yes		No	
Yes		No			
Have you received any complaints about your credit broking activities? If yes, please attached details and who complaint was made by and to					
Have you had any complaints referred to the FOS or to the BVRLA Conciliation Service? If so, please provide details					
Have you had any Data Breaches? If so, please provide details					
Have you received any requests for information or have or have pending any investigations by the FCA, any government dept or the police? If yes, please give full details					

ABOUT YOUR BUSINESS

What do you consider is your company's USP?	
Do you have any niche areas of speciality? If so, please detail	
What is your current route to market?	
What is your current marketing budget and how do you spend this?	
What are your reasons for applying for a Bridle Franchise?	
What can you bring to the Bridle Group?	
Which of our brands do you most associate with and why?	
What are the main areas where we are able to assist you?	

PERSONNEL

Number of Full Time Employees		Number of Part Time Employees	
Are any staff self-employed?		If yes, number of self-employed staff	
Do you pay commission to your staff?		How do you calculate commission?	
How is your commission linked to TCF?			

Please detail below everyone who is involved in the day to day running of the business, including Directors

Name	Role eg Sales, Admin, etc	Email Address	Self Empl Y / N	Full or Part Time	Time with business years

CURRENT ARRANGEMENTS

Direct Funder Relationships				
Indirect Funder Relationships				
Do you currently intro business to another broker?	Yes /No	If Yes, broker name		
Time of intro relationship				
What is your volume aspiration for this calendar year?	Contract Hire		Finance Lease	
	PCH		PCP	
	HP / LP		Other	
What units did you deliver last calendar year?	Contract Hire		Finance Lease	
	PCH		PCP	
	HP / LP		Other	
What is your volume aspiration for next year?	Contract Hire		Finance Lease	
	PCH		PCP	
	HP / LP		Other	
Of the vehicles ordered in the last 12 months, who were the main 3 funders?	1 2 3			
Average Contract Information	Term		Mileage	
What is your average commission?	Regulated		Unregulated	
What is your current maintenance penetration?	Regulated		Unregulated	
Do you charge an administration fee?	Yes / No			
If yes, how much do you charge as an administration fee?	+ vat			
Which CRM do you currently use?				
Who hosts your website?				
What notice are you required to give?				

APPLICATION

We hereby apply to Hanborough Enterprises Ltd t/a Bridle Group for a Franchise.

We understand that the details contained within this application will remain confidential and will only be shared with senior personnel within both businesses. We understand that any application approval will also be subject to

- Satisfactory references
- Funder partner approval
- De-authorising from own FCA permission
- Approval by the FCA for Appointed Representative permission
- Clear DBS check and no adverse credit check for all Stakeholders payable by you (£39.40 for each person)
- Completion of the FCA's Form A document for all required Stakeholders

Signed by Applicant

Name

Position

Date