

MEMBERSHIP APPLICATION FORM

Please FILL UP completely with all the information required and submit to the Secretariat Office together with ALL the required documents stated on page 2.

All information and documents are treated with STRICT CONFIDENTIALITY

Company Information:

Name of Company: _____

Franchise Name / Brand (if different from company name): _____

Type of Industry: / / Food / / Retail / /Service / / /Others: _____

Business Line Type: _____ Years of Operation: _____

Description of Business Concept: _____

Address: _____

Tel: _____ Fax: _____ E-mail: _____

Company Website / URL: _____ Facebook: _____ Twitter: _____

Year Business Started: _____ Year Franchised: _____

Initial Capitalization: _____ Present Capitalization: _____

Origin/ Type of concept / business:

Local/Home-grown Franchisor

International Master Franchisee

Country of Origin: _____

_____ Yes, allowed to sub-franchise

Philippine Licensee

Supplier

Brand/s carried: _____

_____ No, not allowed to sub-franchise

Number of Outlets / Branches / Franchises:

| Location | Company Owned | | Franchisees | |
|--|---------------|-----------|-------------|-----------|
| | Outlets | Employees | Outlets | Employees |
| National | | | | |
| Metro Manila | | | | |
| Luzon | | | | |
| Visayas | | | | |
| Mindanao | | | | |
| International (Specify country) | | | | |
| Total | | | | |

For Franchising Information:

Contact Person: _____ Designation: _____

Direct line: _____ Mobile: _____ Email: _____

a) Total Capital Investment (inclusive of Franchise Fee): _____ Franchise Fee: _____

b) Projected ROI Period: _____ Renewal: _____ Term of Franchise Agreement: _____

c) Royalty Fee: _____ Mktg/Advertising Fee: _____ Other Fees: _____

d) Total Asset: (Check whichever is applicable)

() Below 3 Million

() P3,000,001 to P15 Million

() P15,000,001 to P100 Million

() More than P100 Million

e) Estimated System wide Sales: 2018 _____ 2019 _____ (includes domestic and international sales)

f) Expansion plan of the company for the next 2 years

/ / **International** (Specify Country: _____)

/ / **National:** / / Metro Manila / / Luzon / / Visayas / / Mindanao

About the Board of Directors and Officers: (Write down all the names)

Chairman of the Board: _____

President/Chief Executive Officer: _____

Board of Directors: _____

Representation with the PFA: (For purposes of continuity, Official Representative should preferably be the highest officer of the organization).

Official Representative: _____ Position: _____

Birthdate: _____ Tel.: _____ Email: _____ Mobile No: _____

Alternate Representative: _____ Position: _____

Birthdate: _____ Tel.: _____ Email: _____ Mobile No: _____

Franchise Representative: _____ Position: _____

Birthdate: _____ Tel.: _____ Email: _____ Mobile No: _____

PFA Sponsor Company/References:

Give at least two references : (1) From PFA existing Board of Director/ Member and (2) one from any of the following: Company's Bank or any of your affiliations with known local industry association, clubs, or other business groupings.

1. Company: _____

Address: _____

Contact Person: _____

Telephone: _____ Fax: _____ Email: _____ Mobile No.: _____

2. Company: _____

Address: _____

Contact Person: _____

Telephone: _____ Fax: _____ Email: _____ Mobile No.: _____

Has your company been sued by another party?

(Other franchisees, your mother franchisor, your franchisee and/or sub-franchisees, suppliers, etc.)

____ YES ____ NO If yes, when? _____

Reasons: _____

Do you now have other pending case/s in court? DTI? DOLE?

____ YES ____ NO

Nature of the pending case/s: _____

Status: _____

Documents for Submission: Kindly submit complete documents in a black binder (following the sequence below)

- Accomplished PFA Membership Application Form
- Company Profile
- Organizational Structure
- List of Key Officers including their respective mailing addresses
- Describe Franchise Support Program
- Copy of Franchise Offering/ Franchise Package
- Copy of Franchise Agreement
- List of all Franchisees with Addresses & Contact Nos. (tel no and mobile no)
- Photos of your company and franchise stores/outlets (Indicate location below the photo – at least 5 company and 5 franchise).
- Photos of your products and services.
- List of Top 3 Accredited Suppliers with contact info (company, name, position, tel no, mobile no. and email add)
- SEC / DTI Registration
- Articles of Incorporation and By- Laws
- BIR Registration
- IPO Registration/ Pending Application
- Latest Audited Financial Statements (2 years)
- Endorsement from 1 existing PFA Member

I hereby certify that all information supplied here together with all the attached documents are certified true and correct to the best of my knowledge. I understand that any inaccurate information will be ground for the disapproval, non-acceptance and/or termination of membership.

I hereby authorize PFA to verify with the relevant agencies, individuals, persons or entities, the accuracy of the foregoing data and to use in the same in any lawful manner it may deem fit.

Signed by Official Representative:

Pls. Print Name

Position

Signature

Date

DO NOT FILL THIS LINE. FOR PFA USE ONLY

Date received by PFA Secretariat: _____ () Original () Fax

Received by: _____

Action Taken by PFA Membership Committee:

Endorsed by:

Printed Name and Signature

Date

Action Taken by PFA Board:

() Approved

() Disapproved

Date: _____

Accreditation (if approved):

() Regular

() Probationary

Date: _____

Membership Dues (as of July 2015):

| Category | Total Assets* | New Annual Membership Rate |
|--|----------------------|-----------------------------------|
| A. Homegrown Franchisor | | |
| Micro | P3M below | Php 2,500.00 |
| Small | P3,000,001 – P15M | Php 5,000.00 |
| Medium | P15,000,001 – P100M | Php 7,500.00 |
| Large | P100M above | Php 10,000.00 |
| B. Master Franchise | | Php 15,000.00 |
| C. Supplementary Members | | Php 2,000.00 |
| D. Administrative Fee for New Members/Applicant | | Php 5,500.00 |