

Attention: Bradley Brown  
244 Canterbury Road,  
Canterbury, Vic 3126  
bradley.brown@fletchers.net.au

# FRANCHISE APPLICATION FORM

Private and Confidential

Commercial in confidence

This document is not a contract and does not obligate either party in any way.

# FRANCHISE APPLICATION PROCESS

## Stage 1 – Initial Contact

Initial inquire may be made to Bradley Brown, CEO, Fletchers Group on 03 9836 2222. Following this enquire you will be provided with a Fletchers Franchise Application Form if appropriate.

This application form will need to be completed in full and by all parties who are applying for a Fletchers franchise. Once completed, this form should be emailed to [bradley.brown@fletchers.net.au](mailto:bradley.brown@fletchers.net.au).

## Stage 2 - Telephone Discussion

Once submitted, your application form will be reviewed by Fletchers and following this review you will be contacted by telephone to complete the second stage in the franchise application process.

This telephone discussion will assist us to determine your suitability to become a Fletchers franchisee as well as to answer many of your questions. We endeavour to make contact within 3 working days of your application being received by us.

## Stage 3 - First Interview

Following completion of the telephone discussion, if both parties are interested in taking the application to the next stage, then a face-to-face meeting will be organised. It is vital that this interview is attended by all parties to the proposed Fletcher franchise. During this meeting, Fletchers will look to learn more about the applicant including, further particulars on background, expectations of business results and we will seek to see if there is a “meeting of the minds”.

## Stage 4 - Further Information

For those parties interested to proceed and which Fletchers have determined may qualify for a franchise, further information will be provided. This information will include; A Disclosure Statement, Franchise Agreement and a copy of the Franchising Code of Conduct.

## Stage 5 - Subsequent Meetings

Following the sharing of additional information this meeting(s) will provide the applicant with the perfect opportunity to have their questions answered. These questions may be about the Franchise documents or about more specifics regarding owning a Fletchers franchise, or a combination of both.

## Stage 6 – References

If both parties wish to proceed, then Fletchers will seek permission to conduct trade, professional and personal references. Fletchers may seek approval from the applicant(s) to conduct this stage earlier in the process.

## Stage 7 – Agreement

At this point if there are no more outstanding issues and both parties wish to proceed, then Fletchers Franchise Agreement will be completed and preparation for the opening of the newest Fletchers office will begin.

## APPLICANT INFORMATION

Date	
Surname	
First Name	
Address	
Phone	
Mobile	
Email	
Preferred method of contact	
Are you an Australian citizen?	Yes      No
If not, are you authorised to work in Australia?	Yes      No
Do you have a full Victorian Real Estate Licence?	Yes      No
If yes, please provide your licence number	

## APPLICANT INFORMATION

Business Ownership Experience (If Applicable)	
Trading Name	
Nature of business	
Directors/partners	
Date of trade	
Is the company still operating	Yes      No
Do you still have a financial interest?	

Business Ownership Experience (If Applicable)	
(If a second business) Trading Name	
Nature of business	
Directors/partners	
Date of trade	
Is the company still operating	Yes      No
Do you still have a financial interest?	Yes      No

## APPLICANT INFORMATION

Education	
High School Highest Level Completed	
Year Completed	
University	
Year Completed	
Degree Completed	
Other	

Previous Employment – Last 10 Years	
Company	
Address	
Phone	
Job Title	
Supervisor	
Responsibilities	
Dates	
Reasons for Leaving	

## APPLICANT INFORMATION

Previous Employment – Last 10 Years	
Company	
Address	
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Reasons for Leaving	

Previous Employment – Last 10 Years	
Company	
Address	
Phone	
Job Title	
Supervisor	
Responsibilities	
Dates	
Reasons for Leaving	

## APPLICANT INFORMATION

### References (These will not be contacted without your approval)

Referee 1	
Company Name	
Contact Name	
Phone	
Address	
References Relationship	
Referee 2	
Company Name	
Contact Name	
Phone	
Address	
References Relationship	
Referee 3	
Company Name	
Contact Name	
Phone	
Address	
References Relationship	

## APPLICANT INFORMATION

General Enquire By Fletchers	
Do you currently operate a real estate sales business you intent to rebrand as Fletchers?	Yes          No
If so, please provide name, address and ACN of this business	
If yes, do you presently operate a rent roll?	Yes          No
If so, how many properties do you have under management?	
What is the present level of gearing, (level of debt) for this rent roll?	
Do you intent to operate a rent roll?	Yes          No
If yes, will you look to purchase a rent roll?	Yes          No
If so, what is the desired size? What will be the level of debt gearing for this?	
Why do you want to buy a real estate franchise?	
Why do you want to buy a Fletchers franchise?	
What date would you like to be open for business?	



## APPLICANT INFORMATION

General Enquire By Fletchers	
What area do you want to operate in? (Please include as an attachment Melways or online map outlined with desired territory)	
Why do you think you will be successful as a Fletchers franchise?	
How many years do you intent to operate the business?	
Will you be The Officer in Effective Control (OFEC)? If not who will be? Please provide Applicant Information.	
Do you have premises already leased/ owned to use?(If so please include address and details)	
Is it your intention to work full time in the business?	Yes          No
Do you have staff already in place to join you? If so, please describe how many and with what experience	

# APPLICANT INFORMATION

Please describe your experience with the following:

Recruitment of sales people for real estate or other areas, and recruitment experience generally			
General management of a real estate office or other business (please specify)?			
Level of computer knowledge from a use point of view.	Indicate Level (High, Intermediate, Low for each area)		
MS office suite	High	Intermediate	Low
Microsoft Office	High	Intermediate	Low
Internet	High	Intermediate	Low
Real estate trust software	High	Intermediate	Low
If so which package(s)			
Familiar with laptop/PC	High	Intermediate	Low
Involvement with LAN/WAN Environment	High	Intermediate	Low
Are you comfortable about the idea of working in co-operation with Fletchers and do you accept that a number of disciplines exist in any franchise system, in particular working under the direction and guidance of the franchisor?	Yes	No	
Do you know that a franchise is only granted for a defined period at the end of which the franchisor is not obliged to renew unless there is an express provision for renewal in the franchise agreement?	Yes	No	
Are you aware certain information provided and/or advised to you is confidential and shall not be divulged to any third person unless Fletchers gives approval?	Yes	No	

## APPLICANT INFORMATION

### Background Information

Have you or any applicable partners, officers, directors or shareholders with your business affiliations ever:

<p>1. Had any administrative, criminal or civil action alleging a violation of any franchise law, fraud, embezzlement, fraudulent conversation, restraint of trade, unfair or deceptive practices, and misappropriation of property or comparable allegations? (Please note that Fletcher's reserves the right to request a copy of your criminal record from the relevant State Police Authority.)</p>	<p>Yes                  No</p>
<p>2. Been convicted of a felony or pleaded "no contest" to a felony charge or been held liable in a civil action by a final judgement or been the subject of a material complaint or other legal proceeding such as a felony, civil action complaint, misappropriation of property or comparable allegations?</p>	<p>Yes                  No</p>
<p>3. Been adjudged bankrupt or reorganised due to insolvency?</p>	<p>Yes                  No</p>
<p>If you answered yes to any of the above questions, please explain</p>	

## APPLICANT INFORMATION

### Financial Position

ASSETS Note: if you jointly own assets (in your name and somebody else's) you must only declare the value of your share.

Business	\$	Describe	
Property	\$	Describe	
Investment	\$	Describe	
Superannuation	\$	Describe	
Other Assets	\$	Describe	
Liabilities			
Mortgages	\$	Describe	
Personal Loans	\$	Describe	
Credit Card Debt	\$	Describe	
Overdraft Debt	\$	Describe	
Other Debt	\$	Describe	
Current Income			
Amount (per month after tax)	\$		
Working Capital			
How much working capital are you individually contributing to establishing the Fletchers franchise? Specify the amount you have available (your money e.g. cash in the bank) and the amount you are personally borrowing (other funding)			
Your Funds Available	\$		
Expected Borrowing Level:	\$		
Comment on any change that is likely to affect your financial situation in the future.			
Other Relevant Financial Information			

# ACKNOWLEDGEMENT AND AUTHORISATION

All information contained herein is confidential and is strictly for the purpose of facilitating the Fletchers franchise application process.

I have answered the questions and provided the information in this form to the best of my knowledge and belief, and that as far as I am aware the answers and information are true and correct in all respects and that no relevant details have been omitted.

I acknowledge that if any information included in this application is false or misleading in any way Fletchers shall have the right to terminate any franchise agreement entered into on the basis of the information contained in this application.

I also acknowledge and agree that Fletchers is collecting the information contained in this application to assess whether I should be considered as a potential franchisee and is relying upon the information contained in this application as material factors in considering this application. Fletchers is authorised to contact any appropriate third parties to verify the accuracy of the information in the application and to retain any information obtained for its records. Fletchers may provide the information contained in this application to its advisors, including its accountants, lawyers and consultants and may retain copies of this application for its records, whether or not this application is successful.

The submission of this application does not obligate either the applicant or Fletchers in any manner, nor does it imply that there is a legal or commercial relationship between either party. Fletchers reserves the sold right to approve or disapprove the application for any reason it may determine and in the event that Fletchers disapproves the application, it shall have not liability to the undersigned. It is merely a preliminary procedure.

I undertake to advise Fletchers of any material changes in my financial position from the date that this financial application is submitted to Fletchers until the execution of a franchise agreement; including any variation in the amount of funding I receive from the bank, or change in circumstance affecting the amount of funding I will have available, to contribute towards the establishment of the Fletchers franchise business. I hereby authorise Fletchers to obtain any information about my credit history or other information that it deems appropriate to evaluate my suitability as a prospective Fletchers franchise.

Any information or comments provided to you do not constitute financial advice. Fletchers cannot estimate earnings for franchised business and does not make forecasts or projections.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

By submitting this application electronically, I agree to the above statement.



## APPLICATION STEPS

Once you have completed and signed the application form, please email to  
[bradley.brown@fletchers.net.au](mailto:bradley.brown@fletchers.net.au)

OR

Mail to:  
Bradley Brown  
244 Canterbury Road,  
Canterbury VIC 3126

End of Fletchers Franchise Application Form

