

“The Franchise Coach”

The complete franchise resource

What the Franchisor Should Provide to You

Print this checklist up and complete it for the franchise system that you are thinking of joining.

Your Name _____ Franchise System _____

The Franchisor should be able to provide to you or show you the following:

- | | |
|--|------------------------------|
| That they belong to the FANZ and other industry associations | <input type="checkbox"/> yes |
| Franchise Association of NZ (FANZ) – Code of Practice, Code of Ethics, Rules | <input type="checkbox"/> yes |
| A detailed initial investment costs including set up and fees for your franchise | <input type="checkbox"/> yes |
| Business financial modelling including data from existing outlets | <input type="checkbox"/> yes |
| Disclosure Document signed by Directors | <input type="checkbox"/> yes |
| A copy of the Preliminary Agreement and any deposit amount payable (if applicable) | <input type="checkbox"/> yes |
| A copy of the Franchise Agreement that has been personalised for you | <input type="checkbox"/> yes |
| Example of the initial adverting when you start your franchise | <input type="checkbox"/> yes |
| Examples of branding - uniforms, stationery, vehicle & premise signage | <input type="checkbox"/> yes |
| Examples of marketing material and advertisements | <input type="checkbox"/> yes |
| Schedule for the initial training and induction with details of location and costs | <input type="checkbox"/> yes |
| Details of the territory, may include map and statictics | <input type="checkbox"/> yes |
| An opportunity to view and read the franchise manual set and forms | <input type="checkbox"/> yes |
| Examples of how developed the IT systems are | <input type="checkbox"/> yes |
| Details of what checks you will need to undergo - reference, credit, police | <input type="checkbox"/> yes |
| A list of qualifications or licences you need to hold before starting your franchise | <input type="checkbox"/> yes |

Note – The above is a guide only and all franchise systems vary in their offering and some of these will not relate to the franchise that you are thinking of joining. Each franchisor will have a set procedure that you will follow when looking at being one of their franchisees. The above are not in any order and as well as the franchisor providing you with the information, you will be required to provide information about yourself and your business partners to the franchisor.

See also “Franchisee Self Assessment Checklist”