

**Sales Team Member Opening Distributorship**

**Regular Distributorship Form**

	Yes	No
Mandatory fields on Page 1 filled up		
Mandatory fields on Page 2 filled up		
Mandatory fields on Page 3 filled up		
Mandatory fields on Page 4 filled up		
Mandatory fields on Page 6 filled up		
Photo of representative added on Page 1		
Signature of representative affixed on Page 1		
Photo of representative added on Page 2		

**Supporting Documents**

Copy of Aadhaar Card/ Passport/ Driving License		
Name on ID proof tallies with PAN		
Signed and stamped		
Copy of Address Proof (Aadhaar Card/ Passport)		
Name on address proof tallies with ID Proof		
Address on address proof tallies with PAN / License		
Signed and stamped		
Copy of PAN		
Name on PAN tallies with ID proof		
Signed and stamped		
Copy of GST Certificate (if applicable)		
Name on Certificate tallies with ID Proof		
Signed and stamped		
Signed copy of Seed License		
Name on license tallies with ID Proof		
License is valid on the date of form		
If not, proof of application for renewal has been collected		
Signed and stamped		
Statement of primary bank account(s) of business		
Name on account tallies with ID Proof		
Period is for last 3 months		
Primary bank account of business with significant transactions		
Signed and stamped		
Bank Cheques		
3 cheques		
Not of any cooperative banks		
Contains valid signature of representative and stamp		
Contains no date		
Is not crossed		
Security Deposit has been collected		
Contact on Existing Network		
Name of the nearest distributors (can be more than 1)		
Distance from the nearest distributors		

By: \_\_\_\_\_ Signature of Company Official \_\_\_\_\_

Sohail Agro Service  
 31/12/2015  
 Proprietor

15. The Distributor paying through cheque... cheque. If the bank on whom the cheque is drawn... then the company will levy a cheque Dishonor charge on the... recourse for such dishonor
16. The company will provide a standard credit period of 60 days from the date of the invoice. The company may levy interest on Overdue payments within 60 days, the details of which are usually provided in the... Schemes applicable for the period. Dues remaining unpaid above 180 days will be considered as... company may levy interest on Overdue payments
17. The company will generally not accept any Sales Return unless the material supplied was damaged... However, for select products, the company allows Sales Return within certain limits and under certain... the details of which are available in the yearly Sales Return policy. The Distributor is required to follow the... this policy for matters relating to Sales Return and obtain prior approval from the responsible sales official... dispatching material. The company will not provide any credit for material returned in violation to its Sales Return... policy
18. The Distributor is required not to enter into any financial transactions with any member of the sales team, either... the form of material or funds. All such transactions will be considered as personal and unauthorised and... company will not be liable for the outcome of such transactions
19. The Distributor will not handover any material to any member of the sales team without specific written instructions... issued by the Head Office of the company
20. The Distributor is required to maintain the integrity of the packaging in which the products are supplied by... company at all times and is required not to tamper with the packets, designs, logos and trademarks of the comp... infringement of the intellectual property rights of the company's designs, logos and trademarks will be counted as... in any way. Any unauthorised use of the company's designs, logos and trademarks will be counted as... The Distributor is required to comply with all requirements of GST as applicable to him, related to periodic Ret... Credit Notes and others with respect to its transactions with the company. Further, the Distributor may be req... to share with the company, upon request, documents supporting compliance of such requirements of GST
21. The company will share with the Distributor, an Account Statement at the end of every 6 months either... registered email or through any other preferred mode of communication. However, the Distributor can ask... updated account statement at any time by sending email at [customercare\\_uacisandb@universalsagri.in](mailto:customercare_uacisandb@universalsagri.in)... calling the Customer Care Helpline at **+91 8336929400**
22. The company will share with the Distributor, a Confirmation of Accounts at the end of each financial year ei... his registered email or through any other preferred modes of communication. The Distributor is required to... the account statement and reconcile the balance on the statement with the balance in his books of account... completion of review, the Distributor will be required to sign and seal on the Confirmation and hand it ove... TSM
23. In addition to these, the company may from time to time issue communications on these and/ or other... policies which may, from the date of such communication, supersede any business practices or policies p... followed by the company including but not limited to the ones mentioned above
24. Disputes, if any, will be subject to the jurisdiction of the courts of Kolkata, West Bengal

I, \_\_\_\_\_ acting on behalf of \_\_\_\_\_ (Name of Distributor\*)  
 (Name of Representative\*)

hereby acknowledge that  
 1. I have read, understood and agreed to all the terms and conditions of business  
 2. All information provided in this form as well as in the enclosed documents, if any, are provided by me and are  
 the best of my knowledge and understanding

\_\_\_\_\_  
 (Signature of Representative of Distributor\*)

✓  
 \_\_\_\_\_  
 Sohail Agro Service  
 \_\_\_\_\_  
 Proprietor  
 (Stamp of Distributor\*)

Date:  
 Place:

Name of Company Official	Signature of Company Official

Sohail Agro Service  
 \_\_\_\_\_  
 Proprietor

**Part D: Financial Information of Applicant**

28) Primary Bank Account of Business?  
 Name of the Bank: INDIAN BANK  
 Name & address of Branch: INDIAN BANK  
 IFSC Code of Branch: INDIAN0001234  
 Account No: 12345678901234567890 Type of Interest: Overdraft  
 29) Does the applicant have credit facility from any bank? Yes  / No   
 If Yes, Name of Bank: INDIAN BANK  
 Name & address of Branch: INDIAN BANK  
 CC/OD Limit (Approx. in Rs lakhs): 20 paid through: Charge No. / RTGS  
 30) Security Deposit\* of Rs. 20 paid through: Charge No. / RTGS  
 31) Is the Office/ Shop used by the Distributor, owned by the Distributor? Yes  / No   
 If Yes, approx. size: 20 Address: INDIAN BANK  
 32) Is the Godown used by the Distributor, owned by the Distributor? Yes  / No   
 If Yes, approx. size: 20 Address: INDIAN BANK  
 33) Number of staff employed by the applicant: 20  
 Does the applicant own any 2-wheeler? Yes  / No   
 If Yes, Number of such vehicles: 20 used for Business  / Personal  / Both   
 Does the applicant own any 4-wheeler? Yes  / No   
 If Yes, Number of such vehicles: 20 used for Business  / Personal  / Both   
 Brief details of property owned by the applicant\*:  
 Does the applicant own any land parcels? Yes  / No   
 Does the applicant own any house property? Yes  / No

**Part E: List of Documents to be Provided**

Signed, sealed and dated Distributorship Form along with the following mandatory documents	
For Proprietorship	1. Signed copy of ID Proof (Aadhaar Card/ Passport/ Driving License) 2. Signed copy of Address Proof (Aadhaar Card/ Passport) 3. Signed copy of PAN 4. Signed copy of GST Certificate (if applicable) 5. Signed copy of Seed License 6. Statement of primary bank account(s) of business evidencing debit and credit transactions, for the last 3 months
Additional documents for Partnership Firm	7. Signed copy of registered partnership deed 8. Authorization from all partners allowing representative to act and sign on behalf of the firm
Additional documents for Private Limited Company	7. Signed copy of Memorandum and Articles of Association 8. BOD resolution allowing representative to act and sign on behalf of the company

**Customer Care**

**Mob No:** 8336929400

**Email:** [customercare\\_uacisandb@universalsarabank.com](mailto:customercare_uacisandb@universalsarabank.com)

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 Sohail Agro Service  
 31/5/21  
 Proprietor



**Part B: Business Background of Applicant**

- 12) Year of Establishment: 2006
- 13) Number of years for which you are dealing in Seeds: 2012 Yes  / No
- 14) Are you a Distributor of any other company dealing in Field Crops\*:
- 15) If yes, please share the following details on your business with these companies:

Company Name	Vintage of Relationship (In years)	Key Products Sold Last Year	Approximate Turnover Last Year
UPL LIMITED.	4Y		
PAN SEED (P) LTD.	5Y		

- 16) Are you a Distributor of any other company dealing in Vegetables\*:
- 17) If yes, please share the following details on your business with these companies:

Company Name	Vintage of Relationship (In years)	Key Products Sold Last Year	Approximate Turnover Last Year

8) Details of important markets/ regions in your area:

Name of the Market/ Region	Your approx. turnover from the market/ region	No. of your Retailers at the market/ region	Name of key Retailers
			1. 2. 3.
			1. 2. 3.
			1. 2. 3.

- 19) Are you involved in any other businesses related to agriculture\*? Yes  / No
- If yes, please share if you are dealing in
- Fertilizers  as Distributor of \_\_\_\_\_
- Pesticides  as Distributor of \_\_\_\_\_
- Others  (specify) \_\_\_\_\_

- 20) Are you involved in any other businesses **NOT** related to agriculture\*? Yes  / No
- If yes, please share broad overview of the nature of business
- \_\_\_\_\_
- \_\_\_\_\_

✓  
Sohail Agro Service  
Sohail Agrotech  
Proprietor

Sl No. \_\_\_\_\_  
(For Office use only)



## UACI SEEDS & BIOTECH PRIVATE LIMITED (Formerly Swarna Seeds)

20, Park Side Road, Rajeswari Niwas, 3rd Floor, Kolkata - 700026, West Bengal, India  
Contact No. (033) 24649581, E Mail: uaciseedsandbiotech@universalagri.in,  
Website: www.universalagri.net

### APPLICATION FOR DISTRIBUTORSHIP

#### Part A: Basic Information of Applicant

- Name of the Organization\* M/S SOHAIL AGRO SERVICE  
BARPIETA, ROAD, DIST
- Full Postal Address for correspondence\*:  
Type of Location: Office  Shop  Godown  Residence   
Street Name BARPIETA  
P.O. BARPIETA District BARPIETA  
State ASSAM PIN Code 781315
- Nature of the Entity\*: Sole Proprietorship  Partnership  Private Limited Co.   
Cooperative/ Society  Others  (Specify) \_\_\_\_\_
- Name of Representative\*: Proprietor  / Managing Partner  / Director  / Authorised Signatory   
SUPIA KHANAM
- Telephone No:  
Office /Shop Landline: (STD Code) \_\_\_\_\_  
Residence Landline: (STD Code) \_\_\_\_\_  
Mobile\*: +91 9707029486 WhatsApp Mobile: +91 9707029486  
Email ID\*: SOHAILAGROSERVICE@GMAIL.COM
- Preferred mode of communication: Email  SMS  Whatsapp
- Income Tax Permanent Account No\*: ASC PK 48420
- Is the applicant registered under GST\*: Yes  / No
- If yes, is the applicant registered under Composite Scheme of GST:  Yes  No
- GST No 18ASC PK 48420 126
- Seeds Licence No\* \_\_\_\_\_  
Valid Up to\* \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Issued By \_\_\_\_\_

#### Signature and Photograph of Person Authorized to Represent the Applicant



Name\* SUPIA KHANAM

Gender\*: Male  Female

Relationship with applicant\*: Owner  Partner  Director  Others

Signature\*

Sohail Agro Service

*(Handwritten Signature)*

Proprietor

Date: \_\_\_\_\_