

Internal Use

Checklist for Sales Team Member Opening Distributorship

Particulars	Yes	No
Distributorship Form		
1 14 Mandatory fields on Page 1 filled up	<input checked="" type="checkbox"/>	
2 4 Mandatory fields on Page 2 filled up	<input checked="" type="checkbox"/>	
3 3 Mandatory fields on Page 3 filled up	<input checked="" type="checkbox"/>	
4 6 Mandatory fields on Page 4 filled up	<input checked="" type="checkbox"/>	
5 4 Mandatory fields on Page 6 filled up	<input checked="" type="checkbox"/>	
Signature of representative added on Page 1	<input checked="" type="checkbox"/>	
Photograph of representative affixed on Page 1	<input checked="" type="checkbox"/>	
Signature of representative added on Page 2	<input checked="" type="checkbox"/>	
Supporting Documents		
ID Proof (Aadhaar Card/ Passport/ Driving License)	<input checked="" type="checkbox"/>	
Name on ID proof tallies with PAN	<input checked="" type="checkbox"/>	
Signed and stamped	<input checked="" type="checkbox"/>	
Signed copy of Address Proof (Aadhaar Card/ Passport)	<input checked="" type="checkbox"/>	
Name on address proof tallies with ID Proof	<input checked="" type="checkbox"/>	
Address on address proof tallies with PAN / License	<input checked="" type="checkbox"/>	
Signed and stamped	<input checked="" type="checkbox"/>	
Signed copy of PAN	<input checked="" type="checkbox"/>	
Name on PAN tallies with ID proof	<input checked="" type="checkbox"/>	
Signed and stamped	<input checked="" type="checkbox"/>	
Signed copy of GST Certificate (if applicable)	<input checked="" type="checkbox"/>	
Name on Certificate tallies with ID Proof	<input checked="" type="checkbox"/>	
Signed and stamped	<input checked="" type="checkbox"/>	
Signed copy of Seed License	<input checked="" type="checkbox"/>	
Name on license tallies with ID Proof	<input checked="" type="checkbox"/>	
License is valid on the date of form	<input checked="" type="checkbox"/>	
If not, proof of application for renewal has been collected	<input checked="" type="checkbox"/>	
Signed and stamped	<input checked="" type="checkbox"/>	
Statement of primary bank account(s) of business	<input checked="" type="checkbox"/>	
Name on account tallies with ID Proof	<input checked="" type="checkbox"/>	
Period is for last 3 months	<input checked="" type="checkbox"/>	
Primary bank account of business with significant transactions	<input checked="" type="checkbox"/>	
Signed and stamped	<input checked="" type="checkbox"/>	
Blank Cheques		
3 cheques	<input checked="" type="checkbox"/>	
Not of any cooperative banks	<input checked="" type="checkbox"/>	
Contains valid signature of representative and stamp	<input checked="" type="checkbox"/>	
Contains no date	<input checked="" type="checkbox"/>	
Is not crossed	<input checked="" type="checkbox"/>	
Security Deposit has been collected	<input checked="" type="checkbox"/>	
Effect on Existing Network		
Name of the nearest distributors (can be more than 1)		
Distance from the nearest distributors		

Approved By:	
Name of Company Official	Signature of Company Official

he Distributor paying through cheque must ensure that the cheque issued by him is drawn on the bank on whom the cheque is drawn, dishonors the cheque for reasons relating to the bank. If the bank on whom the cheque is drawn, dishonors the cheque for reasons relating to the bank, the company will levy a cheque Dishonor charge on the Distributor without prejudice to its right to take any other action.

The company will provide a standard credit period of 60 days from the date of the invoice. The Distributor is required to pay the dues within 60 days, the details of which are usually provided to the Distributor in the Sales Return. The company may levy interest on Overdue payments.

Schemes applicable for paying dues within 60 days, the details of which are usually provided to the Distributor in the Sales Return. The company will generally not accept any Sales Return unless the material supplied were dispatched in violation of this policy for matters relating to Sales Return and obtain prior approval from the responsible sales team member. However, for select products, the company allows Sales Return within certain limits and under certain conditions. The Distributor is required to follow the details of which are available in the yearly Sales Return policy. The Distributor is required to follow the details of which are available in the yearly Sales Return policy. The Distributor is required to follow the details of which are available in the yearly Sales Return policy.

The Distributor is required not to enter into any financial transactions with any member of the sales team without specific written instructions from the Head Office of the company. All such transactions will be considered as personal and unsanctioned transactions of the Distributor. The Distributor will not handover any material to any member of the sales team without specific written instructions from the Head Office of the company. The Distributor is required to maintain the integrity of the packaging in which the products are supplied by the company. The Distributor is required to comply with all requirements of GST as applicable to him, related to periodic Returns, Credit Notes and others with respect to its transactions with the company. Further, the Distributor may be required to share with the company, upon request, documents supporting compliance of such requirements of GST. The Distributor is required to comply with all requirements of GST as applicable to him, related to periodic Returns, Credit Notes and others with respect to its transactions with the company. Further, the Distributor may be required to share with the company, upon request, documents supporting compliance of such requirements of GST.

The company will share with the Distributor, an Account Statement at the end of every 6 months either on his registered email or through any other preferred mode of communication. However, the Distributor can ask for his updated account statement at any time by sending email at customer_care_uacisandb@universalagri.in or by calling the Customer Care Helpline at +91 8336929400.

The company will share with the Distributor, a Confirmation of Accounts at the end of each financial year either on his registered email or through any other preferred mode of communication. The Distributor is required to review the account statement and reconcile the balance on the statement with the balance in his books of accounts. Upon completion of review, the Distributor will be required to sign and seal on the Confirmation and hand it over to the TSM.

In addition to these, the company may from time to time issue communications on these and/ or other business policies which may, from the date of such communication, supersede any business practices or policies previously followed by the company including but not limited to the ones mentioned above.

Disputes, if any, will be subject to the jurisdiction of the courts of Kolkata, West Bengal.

Internal Use	
Particulars	Distributorship Form
1	14 Mandatory fields on Page 1
2	4 Mandatory fields on Page 2
3	3 Mandatory fields on Page 3
4	4 Mandatory fields on Page 4
5	4 Mandatory fields on Page 5
	Signature of Sales Team Member
	Photograph of Sales Team Member

Ashutosh Patrak acting on behalf of Niray Kumar Singh
 (Name of Representative*) (Name of Distributor*)

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

[Signature]

(Signature of Representative of Distributor*)

[Signature]

(Stamp of Distributor*)

For- **Shri Krishna Fertiliser**

Proprietor

Name of Company Official	Signature of Company Official

Part D: Financial Information of Applicant

28) Primary Bank Account of Business*:

Name of the Bank 4115601010034033
 Name & address of Branch UNION BANK OF INDIA
AURITHAR BRANCH GHAZI PUR
 IFSC Code of Branch UBIN054115671 Type of Account: Savings/Current/CC / /

29) Does the applicant have CC/OD facility from any bank*? Yes / No

If Yes, Name of Bank _____
 Name & address of Branch _____
 CC/OD Limit (Approx. in Rs lakhs) _____ / RTGS

30) Security Deposit* of Rs. 250000 paid through Cheque No. _____ / RTGS

31) Is the Office/ Shop used by the Distributor, owned by the Distributor*? Yes / No
 If Yes, approx. size 2600SQ Address: JAINPUR ROAD BUS STAND
AURITHAR GHAZI PUR

32) Is the Godown used by the Distributor, owned by the Distributor*? Yes / No
 33) If Yes, approx. size 4000SQ Address: JAINPUR ROAD BUS STAND
AURITHAR GHAZI PUR

34) Number of staff employed by the applicant _____

35) Does the applicant own any 2-wheeler? Yes / No
 If Yes, Number of such vehicles 3 used for Business / Personal / Both

36) Does the applicant own any 4-wheeler? Yes / No
 If Yes, Number of such vehicles 2 used for Business / Personal / Both

37) 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	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
For Proprietorship	
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

Job No: 8336929400

Customer Care

Email: customercare_uacisandb@universalagri.in

Part C: Market Intelligence & Sales Plan

1) Which Field Crops are primarily cultivated in this area?

Paddy			
Type	Key Variety	Companies Offering Them	Approx. Volume (In MT)
OP	7029 / BPT-5204	Parbhani, PVI, Lyp	70 mt'
OP	Wheat	Seed, Pan, Parbhani	200 mt'
OP			
Improved / HYV	Paddy	NSI, Biaseed, JK.	150 mt'
Improved / HYV	Wheat	Ennam, NSI	200 mt'
Improved / HYV	Mustard	NSI, Phyllor, JK.	25 mt'
Hybrid			
Hybrid	Paddy	6444 Gold	6 mt'
Hybrid	Mustard	5992	2 mt'
Wheat			
Type	Key Variety	Companies Offering Them	Approx. Volume (In MT)
Mustard			
Type	Key Variety	Companies Offering Them	Approx. Volume (In MT)
Maize			
Type	Key Variety	Companies Offering Them	Approx. Volume (In MT)

2) What are the important Vegetable crops cultivated in this area?

Crops	Key Variety	Key Brands	Approx. Volume (In MT)

3) Which are main companies operating in this area?

Company Name	Key products	Approx. Turnover	Sales Team Size	Mode of work

4) What is your sales plan for our products in coming years*?

Name of the Product	Quantity (MT)	
	Year 1	Year 2
Field Crop MTU 7029 / BPT-5204	10 mt.	25 mt.
Field Crop Imp. Paddy	5 mt.	15 mt.
Field Crop		
Vegetable		
Vegetable		
Vegetable		

What is the area for which you seek our Distributorship (Area of Operation)*?

Chazipuri

Name your preferred Transporter / Courier*

Nav Bharat Transport. / Uppar - DTDC

Please share if you have any suggestions to improve business

Good Seeds, Better Product and Best Price

Part B: Business Background of Applicant

- 12) Year of Establishment: 2001
- 13) Number of years for which you are dealing in Seeds: 2001
- 14) Are you a Distributor of any other company dealing in Field Crops*: Yes / No
- 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
Pan Seeds RIT. LTD.	5 Years	Paddy & wheat	15 Lakh
Nuziveedu Seeds RIT. LTD.	7 Years	Paddy & mustard	25 Lakh
Bioseeds RIT. LTD.	8 Years	Paddy & wheat	60 Lakh
Seed Seeds	12 Years	wheat & moong	80 Lakh

- 16) Are you a Distributor of any other company dealing in Vegetables*: Yes / No
- 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
VNR Seeds RIT. LTD.	10 Years	All Caurds	17 Lakh
New Jeans RIT. LTD.	13 Years	okra & Caurds	14 Lakh
Gablen Seeds	8 Years	Beas, Okra	25 Lakh
Kalash Seeds	7 Years	Rumpkin Shaurds	15 Lakh

- 18) 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
Saidpur	30 Lakh	8	1. Ashok Beey Bhandar 2. 3.
Nandgany	45 Lakh	10	1. Pramod Beey Bhandar 2. 3. Kisan Beey Bhandar
Jhmaneya	35 Lakh	7	1. Mowya Beey Bhandar 2. 3. Sanyay Khad Bha

- 9) 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 Xara Fertilizers
 Pesticides as Distributor of Ki Industries, Bayer
 Others (specify)

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



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* SRI KRISHNA FERTILIZERS
- Full Postal Address for correspondence*:
Type of Location: Office Shop Godown Residence
Street Name JAINPURI ROAD BUISI STANDI AURTIHAR
P.O. AURTIHAR District HAZARIBAGH
State JHARKHAND PIN Code 233221
- Nature of the Entity*: Sole Proprietorship Partnership Private Limited Co.
Cooperative/ Society Others (Specify) _____
- Name of Representative*: Proprietor / Managing Partner / Director / Authorised Signatory
NITRAJ KUMAR SINGH
- Telephone No:
Office /Shop Landline: (STD Code)
Residence Landline: (STD Code)
Mobile*: +91 9919881826 WhatsApp Mobile: +91 7671828181
Email ID*:
- Preferred mode of communication: Email SMS Whatsapp
- Income Tax Permanent Account No*: AYHPS2381P
- Is the applicant registered under GST*: Yes / No
- If yes, is the applicant registered under Composite Scheme of GST: Yes No
- GST No 09AYHPS2381P1ZK
- Seeds Licence No* 1336
Valid Up to* 16/07/2025 Issued By 18-07-2017

Signature and Photograph of Person Authorized to Represent the Applicant



Name* NITRAJ KUMAR SINGH

Gender*: Male Female

Relationship with applicant*: Owner Partner Director Others

Signature* [Handwritten Signature]
For Shri Krishna Fertiliser
Proprietor

Date: 19/09/2021