



# UNIVERSAL AGRO CHEMICAL INDUSTRIES

16 No., India Exchange Place, 3rd Floor, Room No. 6,  
Kolkata - 700001, West Bengal, India

Website: www.universalagri.net

## APPLICATION FOR DISTRIBUTORSHIP

### PART A: Basic Information of Applicant

- 1) Name of the Organization\* **SAMUTHIRAM ULAVAR URUPATHIYALAR SANGAM**
- 2) Full Postal Address for correspondence\*:  
Type of Location: Office  Shop  Godown  Residence   
Street Name **NO 109 HOSPITAL ROAD THAMMAMPATTI  
GANGAVALLI TK SALEM DT**  
P.O **THAMMAMPATTI** District **SALEM**  
State **TAMINADU** PIN Code **636113**
- 3) Nature of the Entity\*: Sole Proprietorship  Partnership  Private Limited Co.   
Cooperative/ Society  Others  (Specify) \_\_\_\_\_
- 4) Name of Representative\*: Proprietor  / Managing Partner  / Director  / Authorised Signatory   
**VINOOTHKUMAR VIJAYAKUMAR**
- 5) Telephone No:  
Office /Shop Landline: (STD Code)      
Residence Landline: (STD Code)      
Mobile\*: +91 **9524927292** WhatsApp Mobile: +91 **9524927292**  
Email ID\*:
- 6) Preferred mode of communication: Email  Ph.  Whatsapp
- 7) Income Tax Permanent Account No\*: **ABTAS8997B**
- 8) Is the applicant registered under GST\*: Yes  / No
- 9) If yes, is the applicant registered under Composite Scheme of GST : Yes  / No
- 10) GST No **33ABTAS8997B1Z0**
- 11) Pesticide Licence No\* **SLM/GVL/91 2022-23** Valid Up to\*  /  /   
Issued By **JOINT DIRECTOR DBA AGRICULTURE**
- 12) Micronutrient Licence No\*  Valid Up to\*  /  /   
Issued By

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

Name\* **VINOOTHKUMAR  
VIJAYAKUMAR**

Gender\*: Male  Female

Relationship with applicant: Partner  Director  Others

**SAMUTHIRAM ULAVAR  
URUPATHIYALAR SANGAM,  
THAMMAMPATTI,**

*A. Vijayaraj*  
Signature  
**PRESIDENT.**

Date:  /  /

**PART B: BUSINESS BACKGROUND OF APPLICANT**

- 13) Year of Establishment:
- 14) Number of years for which you are dealing in Pesticides / Micronutrients:
- 15) Are you a Distributor of any other company dealing in Pesticides\*: Yes  / No
- 16) 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
KUMARAN MARKETING	2 YEARS	All	10 Lacs
K P R	1 YEARS	All	8 Lacs

- 17) Are you a Distributor of any other company dealing in Micronutrients\*: Yes  / No
- 18) 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

- 19) 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.

- 20) 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 \_\_\_\_\_  
 Seeds  as Distributor of \_\_\_\_\_  
 Others  (specify) \_\_\_\_\_

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

**PART C: MARKET INTELLIGENCE & SALES PLAN**

22) For which area do you seek our Distributorship (Area of Operation)\*?

SALEM

23) What are the main Crops that are cultivated in this area?

Type	Crop	Approx. Area	Approx. Volume
Field Crops	MAIZE	1000 Acre	
Field Crops		800 AREA	
Field Crops	PADDY		
Vegetables			
Vegetables			
Vegetables			
Others			
Others			
Others			

24) Which are the key Herbicides sold in this area?

Molecules	Crops	Key Brands	Approx. Volume
GLYPHOSATE 41%	ALL		20 lakh

25) Which are the key Fungicides sold in this area?

Molecules	Crops	Key Brands	Approx. Volume
Carbendazim + Mancozeb	PADDY		3 lakh

26) Which are the key Pesticides sold in this area?

Molecules	Crops	Key Brands	Approx. Volume
EMAMECTIN BEN	ALL		50000 -

27) Which are the key Micronutrients/ Crop supplements sold in this area?

Products	Crops	Key Brands	Approx. Volume

28) What is your sales plan for our products in the near future\*?

Name of the Product		Quantity	
		Year 1	Year 2
Herbicides	DESTRO 41	500 Ltr	600 Ltr
Herbicides			
Fungicides			
Fungicides	SPUR-907	250 Ltr	300 Ltr
Pesticides			
Pesticides	EMAMECTIN BENZOATE 51	700 Ltr	100 Ltr
Micronutrients			
Micronutrients	CHAKA CHAK	200 Ltr	500 Ltr

29) Please share if you have any suggestions to improve business

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**PART D: FINANCIAL INFORMATION OF APPLICANT**

30) Primary Bank Account of Business\*:

Name of the Bank INDIAN OVERSEAS BANK  
 Name & address of Branch THAMMAPATTI  
 IFSC Code of Branch IOBA0002784  
 Account No 278402000000132 Type of Account: Savings/Current/OD

31) 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) \_\_\_\_\_

32) Security Deposit\* of Rs. \_\_\_\_\_ paid through  Cheque No. \_\_\_\_\_ / RTGS

33) Is the Office/ Shop used by the Distributor, owned by the Distributor\*? Yes  / No

If Yes, approx. size \_\_\_\_\_ Address: \_\_\_\_\_

34) Is the Godown used by the Distributor, owned by the Distributor\*? Yes  / No

35) If Yes, approx. size \_\_\_\_\_ Address: \_\_\_\_\_

36) Number of staff employed by the applicant \_\_\_\_\_

37) Does the applicant own any 2-wheeler? Yes  / No

If Yes, Number of such vehicles \_\_\_\_\_ used for Business  / Personal  / Both

38) Does the applicant own any 4-wheeler? Yes  / No

If Yes, Number of such vehicles \_\_\_\_\_ used for Business  / Personal  / Both

39) 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 Pesticide License 6. Signed copy of Micronutrient License 7. Statement of primary bank account(s) of business evidencing debit and credit transactions, for the last 3 months
Additional documents for Partnership Firm	8. Signed copy of registered partnership deed 9. 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**

**Email ID: [uaci.ngp2@gmail.com](mailto:uaci.ngp2@gmail.com) / [customer.care@universalagri.in](mailto:customer.care@universalagri.in)**

**Mobile No: +91 7410040857 / 8336929010**

## PART F: GENERAL TERMS & CONDITIONS OF BUSINESS

Listed below are our general terms and conditions of conducting business

1. The company will designate an Area of Operation for the Distributor at the time of initiating the distributorship. The Distributor is required to restrict his operations to his designated Area of Operation only and should not venture beyond the area designated. However, subsequently, the Distributor can alter his Area of Operation but only after prior discussion with the responsible company official
2. The company will appoint a Sales Officer (SO) to serve the Area of Operation designated to the Distributor. While the SO will be first point of contact for the Distributor and should be able to resolve all queries of the Distributor, the Distributor can at any point contact the senior sales officials of the company responsible for this area. Further, for any queries the Distributor can contact the Head Office of the company by sending email at **customer.care@universalagri.in** or by calling the Customer Care Helpline at **+91 8336929010**
3. In addition to the SO, the company may appoint one or more permanent/ temporary sales team members to serve the area as it deems fit. The sales team members will primarily focus on conducting sales promotional activities in the area and engaging with existing or potential customers. The Distributor will be required to support the local sales team by guiding their sales promotional activities
4. The Distributor can place his orders with the respective SO either verbally or in writing or through any documented communication. A confirmation of the material ordered by the Distributor will be shared with him on his registered mobile via SMS/ Whatsapp at the time the order is entered into the company's CRM solution. In case of any issues, the Distributor is required to contact the SO urgently after receiving the intimation
5. The company will deliver material only against confirmed orders placed by the Distributor with the SO. In case the Distributor ever receives any material not ordered by him, either in terms of quantity, packing sizes, or products, the Distributor is required to inform the company about the discrepancy, within 48 hours of receiving the material by sending email at **customer.care@universalagri.in** In the absence of any such emails or other documented communications, it will be assumed that the material received was as per orders placed
6. The company may deliver material at the location specified by the Distributor through 3rd party transporters either in full or part load. At the point of receiving the material from the transporter, the Distributor will be required to physically inspect the material and check the quantity, weight and condition of material supplied
7. The company will only dispatch material which are in saleable & good condition. So, if any damaged material is ever received by the Distributor, it is likely that the goods got damaged in transit. In such a situation, the Distributor should not accept the material and should urgently inform the respective SO of the company about the damage. If the Distributor accepts the material from the transporter, it should be only under express instruction of the respective SO. Further, the Distributor is required to send email at **customer.care@universalagri.in** on this incident within 48 hours of receiving the material. In the absence of any such emails or other documented communications, it will be assumed that the material received was not damaged in anyway
8. The Distributor may be required to pay to the transporter the freight charges at the point of accepting delivery only after inspection of material. The Distributor may be reimbursed for the freight paid either in part of full either by way of deduction from the bill or through a Credit Note
9. If the Distributor reports to have received any material not ordered by him or any material damaged in transit, and the same is verified by the responsible company official, the company may take back the material in question and may make the appropriate adjustments in its books of accounts
10. The company will send a hardcopy of the invoice along with the material. On receipt of the invoice, Distributor is required to reconcile the quantity, packing size and product mentioned on the invoice with the material received. In case of any discrepancy, the Distributor is required to inform the company about the issue within 48 hours of receiving the material by sending email at **customer.care@universalagri.in** In the absence of any such emails or other documented communications, it will be assumed that the material received is as per invoice
11. The company will issue an official Price List of its products covering the area of operation of the Distributor at the beginning of each season. However, the company may revise the Price List from time to time. The Distributor is required to obtain a copy of this Price List or revisions made thereafter either from the respective SO or by sending an email at **customer.care@universalagri.in** The company will invoice its products only at the prices mentioned on the Price List. The Distributor should not expect any prices other than those mentioned on the Price List unless there is a documented communication of the same issued by the Head Office of the company.
12. The company may from time to time, issue benefit schemes covering the Distributor's area of operation. These benefits are typically linked to prompt payments and bulk sale volumes. The Distributor is required to obtain copies of these schemes from the respective SO or by sending email at **customer.care@universalagri.in** The company will provide these benefits only by following the specific terms and conditions mentioned in the scheme. The Distributor should not expect any benefits other than those mentioned on the scheme unless there is a documented communication of the same issued by the Head Office of the company.
13. The company will only sanction the prices and benefits/ schemes mentioned on documented official communications issued by the Head Office of the company. The company will be under no obligation to accept any claims by the Distributor on prices or benefits/ schemes not mentioned on any official communications issued by the Head Office of the company for the Distributor's area of operation. If the local sales representatives commit any special prices or benefits/ schemes, the Distributor is required to obtain an official communication of the same issued by the Head Office of the company before acting on the basis of such commitments
14. The company will accept payment only through Fund Transfers (RTGS/ NEFT/ IMPS) or crossed cheques drawn on any banks other than cooperative banks. The company will not accept any payments in cash. However, if in any special circumstances, the company agrees to accept payment in cash, the Distributor is required to obtain a Money Receipt of the company for such payments from the company official accepting this payment

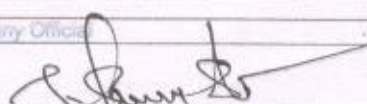


**For Internal Use**

**Checklist for Sales Team Member Opening Distributorship**

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

Proposed Business Volume for this FY (in Rs Lakhs)	
Credit Limit Required (in Rs Lakhs)	

<b>Approved By:</b> (all forms have to be approved by respective GICs)	
Name of Company Official	Signature of Company Official
Approved J. Shashinaka	

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