

**For Internal Use**

**Request for Sales Team Member Opening Distributorship**

Yes      No

Particulars		Yes	No
<b>Distributorship Form</b>			
1	1 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>			
	ID Proof (Aadhaar Card/ Passport/ Driving License)	✓	
	Name on ID proof tallies with PAN	✓	
	Signed and stamped	✓	
	Signed 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	✓	
	Signed copy of PAN	✓	
	Name on PAN tallies with ID proof	✓	
	Signed and stamped	✓	
	Signed copy of GST Certificate (if applicable)	✓	
	Name on Certificate tallies with ID Proof	✓	
	Signed and stamped	✓	
	Signed copy of Pesticide 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	✓	
	Signed copy of Pesticide 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	✓	
	Blank 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	✓	
	Existing Distributor of UAIC/ Seeds & Biotech/ Swarna Seeds	✓	
	Effect on Existing Network	✓	
	Name of the nearest distributors (can be more than 1):	✓	
	Distance from the nearest distributors:	✓	

Proposed Business Volume for this FY (in Rs Lakhs) 10 Lal  
 Credit Limit Required (in Rs Lakhs) 3 Lal

Approved By: (all forms have to be approved by respective GICs)  
 Name of Company Official Signature of Company Official

15. The Distributor paying through cheque must then the company will levy a cheque Dishonor recourse for such dishonor
16. The company will provide a standard credit period of 90 days from the date of the invoice. The company may usually provided in the Price List or Schedule of Cash Discounts for paying dues within 90 days, the details of which are usually provided in the Price List or Schedule applicable for the period. Dues remaining unpaid above 180 days will be considered as Overdue. The company may levy interest on Overdue payments
17. The company will not accept any Sales Return unless the material supplied were damaged in transit. For return of this policy for matters relating to sales return and obtain prior approval from the responsible SO before dispatch of 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 in form of material or funds. All such transactions will be considered as personal and unsanctioned and the 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 instruction 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 the company at all times and is required not to tamper with the packets, designs, logos and trademarks of the company in a manner which may constitute an infringement of the intellectual property rights of the company
21. 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
22. The company will share with the Distributor, an Account Statement at the end of every 6 months either by registered email or through any other preferred mode of communication. However, the Distributor can also request an updated account statement at any time by sending email at [customer.care@universalagri.in](mailto:customer.care@universalagri.in) or by calling Customer Care Helpline at +91 8336929010
23. The company will share with the Distributor, a Confirmation of Accounts at the end of each financial year either by registered email or through any other preferred modes of communication. The Distributor is required to reconcile the balance on the statement with the balance in his books of account and hand it over to the company for completion of review, the Distributor will be required to sign and seal on the Confirmation and hand it over to the company
24. In addition to these, the company may from time to time issue communications on these and/or other business practices or policies previously issued by the company including but not limited to the ones mentioned above
25. Disputes, if any, will be subject to the jurisdiction of the courts of Kolkata, West Bengal

I, Md Pear Ali acting on behalf of M/S Md Pear Ali  
 (Name of Representative\*) (Name of Distributor\*)

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 true to the best of my knowledge and understanding

Md. Pear Ali  
**M/S. MD. PEAR ALI**  
**FERTILIZER SEEDS & PESTICIDES**

Md. Pear Ali  
**M/S. MD. PEAR ALI**  
**FERTILIZER SEEDS & PESTICIDES**

(Signature of Representative of Distributor\*)

(Stamp of Distributor\*)

Date: 12.11.2021.

Place:

Name of Company Official	Signature of Company Official
<u>Sadham Biswas</u>	<u>[Signature]</u>



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

which area do you seek our Distributorship (Area of Operation)\*?  
Haldibari, Jalpaiguri, UTTAR Dinajpur

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

Type	Crop	Approx. Area	Approx. Volume
Field Crops	Maize	All	4 Lacs
Field Crops			
Field Crops			
Vegetables	Potato	Begun	1 Lac
Vegetables			
Others	Paddy	All	3 Lacs
Others			
Others			

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

Molecules	Crops	Key Brands	Approx. Volume
Petichlor Metolachlor	Paddy	Rishi	2 Lacs 1 Lac

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

Molecules	Crops	Key Brands	Approx. Volume
Hexaconazole	Paddy	Combiflus	1 Lac

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

Molecules	Crops	Key Brands	Approx. Volume
Chlorpyrifos	Hamla Maize	Hamla	1 Lac

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

Products	Crops	Key Brands	Approx. Volume
Zinc Zyme	Paddy Maize	IFCO Nagargone	2 Lacs 1 Lac

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

Name of the Product	Quantity	
	Year 1	Year 2
Herbicides	50,000	1 Lac
Herbicides	50,000	1 Lac
Fungicides	2 Lac	3 Lac
Fungicides	50,000	1 Lac
Pesticides	1 Lac	2 Lac
Pesticides	1 Lac	2 Lac
Micronutrients	2 Lac	2 Lac
Micronutrients	1.50 Lac	2 Lac

Please share if you have any suggestions to improve business

**PART B: BUSINESS BACKGROUND OF APPLICANT**

13) Year of Establishment: 2020

14) Number of years for which you are dealing in Pesticides / Micronutrients: 2020

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

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
Begna,	3 Lac	3	1. Abdul Hamid 2. Abdul Hossain 3. Abdul Alim
Khudurgachi.	2 Lac	5	1. Hafizul 2. Abdul Jabbar 3. Samir
			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

Jamhori Seeds

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

