

FRANCHISING

KEY INITIAL DOCUMENTS



1. **Comprehensive Business Plan**
2. **Completed Masisizane Fund Application form**, including Signed credit check consent form for all directors and company
3. **Market**
Relevant Feasibility study
4. **Registration Documents of the Company/Entity**
5. **Valid Tax Clearance Certificate of the Company/Entity**
6. **Franchise Agreement and Appointment letter**
7. **Franchise Cost Breakdown and Quotations** (quotations for machines; store set-up costs and operational overheads for new outlets).
8. **For existing businesses** - Three (3) year audited financials (Income Statement, Balance Sheet, Cash Flow Statement, including management accounts not older than 3 months)
9. **Five (5) year financial** projections with first year prepared on a monthly basis
10. **Personal Statements of Assets and Liabilities** of all the members or directors , including those of spouses if person is married in Community of Property

11. **Personal Income and Expenses statements of all the members or directors**
12. **Business bank statements for the past six(6) months**
13. **Personal bank statements** of all the members and directors of the business for the past six (6) months
14. **Certified ID copies of all members or directors**
15. **Signed Purchase and sale agreement** (if it's the sale of a business)
16. **Business Lease agreement**
17. **Detailed CV** of all the members/directors of the business and key management
18. **Fica compliance** - Proof of business physical address and Proof of residential address for the main directors or members
19. **Certified marriage certificate** & ANC contract if married Out of COP or divorce decree if divorced

The application will be submitted for review to the Sector Head and once all approvals have been obtained we will proceed and do a due diligence on the site where additional documents will be required to take the application forward.