
Response Form

I. Personal Details

Name : _____
(In full and BLOCK CAPITALS)

Date of Birth : ____/____/____ Father's / Husband's Name _____

Address : _____ Pin : _____

Tel No. : (O) _____ (R) _____ (Mobile) _____ Fax : _____

II. Education

Qualification	University	Subjects	Year of Passing

III. Business Experience (if any)

Nature of Involvement (Partner / Director etc.)	Extent of Involvement (amt & % of Capital)	Name & Style of Organisation	Year (From)	Year (To)	Turnover	Products	No. of Employees

IV. Work Experience (if any)

Organisation	Designation	Salary Drawn	Year (From)	Year (To)	Nature of Work

(Please attach additional sheets regarding item I-IV for every person, other than the signatory to this application, who would be involved in the day to day operations of the centre)

V. Amount available to be invested from own resources in the English Education Business :

Rs. _____ (please indicate upper investment limit)
Own capital _____ % Loans _____ % Other sources _____ %

VI. Cities / Locations in which you would like to start English Education Business (*in order of preference*)

1. _____ 2. _____

VII. Please elaborate on the reasons for choice of city / location :

VIII. Who would actively manage the centre?

IX. How will you be able to contribute in terms to make this enterprise a success?

X. Do you have a company already in existence ? Yes () No ()

If yes, details about the company

Proprietorship () Partnership () Private Ltd. () Public Ltd. ()

Name of the company _____

IT-PAN No. _____

Activities of the company _____

XI. What returns do you expect from this business : _____

XII. Alternatives available / proposed for Institute premises

Address/ Location	Available/ Proposed	Owned /Leased (mention rent if leased)	Floor Area

Kindly furnish the information & documents mentioned below :

Bank

- Bank A/C No. with bank address, contact no. and name of Manager.

Personal References

- Name of **two** known and prominent references
- Contact nos. of references with address
- Approximate years of association
- Relationship

Documents

- Balance Sheet /P & L for last 3 yrs (if applicable)
- Income tax and wealth tax for last 2 yrs (if applicable)
- Bank statements for last 6 months
- MOA/AOA in case of Limited Company
- Partnership deed in case of partnership company

