

- 1) Step one a fully completed Application.
- 2) Introductions and first meeting and a review of the application and Pro-Forma (Business Plan Summary) and any necessary clarifications (Questions answered).
- 3) A series of Interviews of each and all parties to the application will be mutually arranged. The Interviews will include reviewing their respective applications their Experience, Discussing Business Plans & Future Goals.
- 4) **Decision Time!**
If all Parties are positive and wish to move forward;
A refundable deposit will be made by **The Applicant(s)** to **Cultured Coffee & Tea LTD., (In Trust)**.
Confidential Documents & Locations will then be released for Confidential Consideration, Perusal & Review by **The Applicant(s)** and their professional advisers.
Time will be of the Essence! Confidentiality Agreement will be signed stating that all documents provided will be held in the **Strictest Confidence Always by the Applicant(s) & all parties concerned**. The applicant(s) & all parties concerned will advise their respective advisors which will review and provide Legal / Professional advice on the contents about the about the confidentiality agreement related to these documents.
- 5) **A Letter on Legal Letterhead** will be provided by the **Applicant(s) and or all parties concerned** to the **Franchise**, stating that Legal Advise has been provided to **The Applicant(s)** and or all parties concerned on the contents of the **Franchise Agreement** and all related documents. **This is Mandatory to move to next step, The Applicant(s)** and all parties concerned **should have legal counsel, experienced in Franchise and or business law, arranged prior to starting this part of the process**.
Upon Producing the Letter (On Legal Letterhead as described above) and prior to or coinciding with the signing of the Franchise Agreement Documents, the Deposit will be increased. The Transaction will go firm. The Deposit will now be directed to pay for the costs associated with the new Franchise location and become Nonrefundable (Subject to the terms of the Franchise Agreement), The Franchise Agreement or Master Franchise Agreement will be signed by **The Applicant(s)** and all Parties concerned.
Work on the new location begins!

If Negative; The Process Stops! All Documents provided plus all copies made must be returned to the provider (The Franchise). Then all the deposit funds will be returned to the applicant within 48 hrs.