



APPOINTMENT LETTER / AGREEMENT FOR DISTRIBUTORSHIP

AREA / LOCATION

Dear Sirs,

With reference to your application dated..... we are glad to inform you that we have appointed you as a Distributor for REKHAS HOUSE OF COTTON PVT. LTD. Range of products on the terms and conditions:

TERMS AND CONDITIONS

1. CONSTITUTION :

You have in your application held yourself out to be a “ Proprietor/ Partnership/ Private Limited/Public Limited” concern. There should be no change in the constitution of the concern or change in management without our knowledge. In the event of any change in your constitution or management the distributorship hereby granted shall stand terminated ipso facto. The company reserves the right to refuse to appoint the concern as reconstituted or the concern under the new management as it's distributor.

2. OBJECTIVES :

The objectives of this appointment are to promote the product of the Company actively and vigorously, to ensure availability of products to the retailers as and when required by them and to establish a course of dealing which will be to our mutual benefit.

3. INFRASTRUTURE :

You should continue to maintain your present go down where our products are currently stocked and Displayed.

4. PURCHASE :

You will have to keep the company informed of your probable requirements in advance to enable the Company to meet your requirements from time to time.

a) The purchases made by you will be computed based on the invoices and / or cash memos raised by us during the financial year ending on 31st March.....excluding the Sales Tax element. Value of goods Returned by you will be subtracted from the value of purchase.

5. PRICES :

All supplies will be invoiced to you at the net billing prices in the company at the time of executions of your orders. The net billing prices are subject to revision from time to time with prior notice.

6. SELLING PRICES :

You may sell our products not exceeding the wholesale price as suggested by the company / marked on the product.

7. SUPPLIES :

Your orders will be executed provided there are no outstanding bills for earlier supplies made to you. This condition may however be waived from time to time at the sole discretion of the Company.

8. INCENTIVE :

Quarterly incentive to distributor on target achievement but payment with in norms & there should be no goods return.

9. PAYMENT :

Payment must be made within 30 days from the date of receipt of goods on COD basis and you will be entitled for 3% Cash Discount. In the case of out station dealers where the documents are sent through bank, a special grace of 5 days will be given.

Payments made beyond 30 days, will lead to to stoppage of dispatches from the company till the account is settled.

Repeated failure on your part may even entail cancellation of distributorship without prior notice.

contd.....



10. FREIGHT :

Goods will be supplied without delivery charges (F.O.R) . Supplies, however, will be made by road transport freight being borne by us. Any other mode of dispatch will be considered provided you are prepared to bear the additional expenses over and above freight road transport.

11.TAXES AND OTHER LEVIES :

The net billing prices referred to in clause 6 above include the amount of the central sales tax, local sales tax and excise duty (taxes and surcharge will be paid upto first point of delivery only i.e. till the point of distributor godown). Any other local surcharge and taxes will be borne by the distributor or the retailer as per their mutual understanding and dealing.

12.MINIMUM INVENTORIES :

We suggest that you maintain inventories to the extent of around 15 days stock of your monthly Secondary sales so that you can meet the demand of your customers without delay.

14. SOURCE OF SUPPLY :

Your orders should be sent only to our Head Office/ Area Sales office.....Supplies will be made from one centre only.

15 RECONCILIATION :

The distributor has to send us accounts reconciliation on half yearly basis , without fail, a statement of your accounts for the half year ending September and March respectively. We will verify and confirm it for proper reconciliation.

16 DURATION :

Your appointment as Distributor is for the year ended 31st March.....and will be treated as extended for subsequent periods on annual basis on the same terms and conditional unless your hear form us to the contrary.

17. Company is not responsible for any cash transaction with the employees of the Company. All payments Must be made by crossed demand drafts by out station dealers and by cheque by local dealers drawn in Favor of the Company payable at the place where our Area Sales Office is situated, vide clause 14 Above. All Bank charges will be to your account.

18. Any dispute or difference arising out of or in connection with this arrangement shall be adjudicated by the competent Court in Himachal Pradesh only. We do hope that this arrangement will work out to our mutual benefit.

Your Sincerely

Dated.....

Place : GOA

Rep's Signature:.

DY GM' s Signature :

We accept the terms and conditions of REKHAS HOUSE OF COTTON PVT, LTD. Distributorship mention herein.

Signature :

Designation :

Address.....

Place.....Date.....

Rekhas House of Cotton Pvt, Ltd.

6, Third Floor, Reliance Atria , Isidore Bapistia, Opp Gold Star Hotel, Margao. Salcette Goa. 403601., INDIA

O: +91 832 2710340 E:- info@rekhashouseofcotton.com W: - www.rekhashouseofcotton.com

**DISTRIBUTORS EVALUATION DATA**

Name of Distributor : _____

Mailing Address : _____

Telephone : _____ Fax : _____ Mobile : _____

Area Code : _____

Locality : _____

Shopping / Residential / Business : _____

Show Room Area : _____

Special Storage Area : _____

Constitution : Proprietorship Partnership Private Ltd. Co. Public Ltd. Co.

Name of : _____

Proprietor/ Managing Partner : _____

Managing Director : _____

Lines handled : _____

Year of Establishment : _____

Financial Year : _____

Annual Turnover (Last 3 Years) : _____ _____ _____

No. of Employees : _____

Banker's Name & Address : _____

_____Transporter's Name & Address : _____

S.T. Regn Nos. : _____ State : _____ Central : _____

Estimated Sales : _____

Initial Order Value (Net) : _____

Net Assets : _____



FOR INTERNAL USE ONLY

Remarks by SR : _____

Signature :

Date :

Remarks by ASM : _____

Signature :

Date :

Remarks by Dy. GM (MKT) : _____

Signature :

Date :

Evaluation by GM (MKT) : _____

Signature :

Date :

CORPORATE OFFICE

6, Third Floor, Reliance Atria , Isidore Bapistia, Opp Gold Star Hotel, Margao. Salcette Goa. 403601., INDIA

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