**DATE:**

**Application form for Servo Lube Distributor for…………………(area)**

From:

##### Photograph

(Passport size, not more than 6 months old)

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Senior Vice President (Lube Marketing & Production),

Lanka IOC PLC

Level 20, West Tower

World Trade Centre, Echelon Square

Colombo-01

Sri Lanka

Dear Sir,

## Sub: Request for Appointment as Servo Lube Distributor

I/We hereby apply to be considered as a Servo Lube Distributor for……………….. (area)

In the name of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

I/We hereby certify that I/We qualify for appointment and submit the following information. We will provide supporting documents in support of my/our candidature as and when asked for:

|  |  |  |
| --- | --- | --- |
| 1 | **NAME (BLOCK LETTERS)** |   |
|  | **Address;** |   |
| **If Limited Company/ Co-operative Society, No. of Years of Operation**  |   |
| 2 | **Citizenship:** |   |
| 3456 |  **Names of Directors:** |   |
|
|
|
|
|
| **Nature of firm:** |  |
| Individual/Proprietorship |  |
| Partnership |  |
| Registered Co-Operative society |  |
| Limited Company |  |
| **Nature of Business engaged in;**  |  |
| **Annual turnover:** | Year 2021-22 (in Million Rs ) |   |
| Year 2020-21 (in Million Rs) |  |
| 7 | **Details of Investment party is willing to make** |  |  |
| 8 | **Details of warehouse space available and offered** |
|  |
| Address  |   |
| In case of Godowna.    Covered area Sq. Ft. |   |
| b.    Open area Sq. Ft. |   |
| c.    Total area Sq. Ft. |   |
| 9 | **Details of Delivery Vehicles** |  |
| 10 |

|  |
| --- |
| **Details of Sales persons :** |

 |
| **No. of Persons on Rolls**  |   |
|  | Sales person 1 | Sales person 2 | Sales person 3 |
| Name |   |   |   |
|  Age |   |   |   |
|  Qualifications |   |   |   |
|  Length of Service Yrs. |   |   |   |
|   |   |   |   |
| 10 | **Availability of Infrastructure**:  |
| a. Fixed line telephone (Yes / No) | Tel No.  |
| b. Mobile  | Mobile No: |
| c. PC (Configuration, Make / Brand) |   |
| d. E-mail address. |   |
|  |
| 11 | **Source of Funds (In Rs) :**   |
| Own Fund  |  |
| Loans  |  |
|  |
|  |  |  |  |  |
| 12 | **Any other information related to working as Lube Distributor**  |  |
| 13 | **Business Plan for Servo market and Sales Volume Commitment(pl attach separate sheet if necessary)**  |  |

*Proof of documents attached or information furnished with the application to be produced in original whenever asked for.*

**DECLARATION:**

I/We\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby certify that the information furnished above is true to my/our knowledge. Any wrong information/suppression of facts will disqualify me/us from being considered for the Servo Stockistship.

Place: Signature:

Date: Name in Block Letters:

Address: Rubber Stamp:

Tel. No.: