



# 11 steps to open your BLUE GLUE Joglo!



## STEP 1 contact

You contact us with your project to open a BLUE GLUE Joglo.

## STEP 2 project & information

(you may or may not yet have a location available).

BLUE GLUE emails you the following documents:

- The Joglo brochure
- The application form
- Our profile of a BLUE GLUE franchisee,
- The obligations of a franchisee

You fill up the Application Form, agree with each point stated in the "obligations of the franchisee" you sign the document. You send those documents back to us by fax (+62 361 736 309) or by email to [elite@blue-glue.com](mailto:elite@blue-glue.com)

## STEP 3 Joglo location

You find a location and submit it to BLUE GLUE for approval.

You email us pictures of the exact location where the Joglo will be installed as well as views in all directions of the surroundings.

We validate it when it is agreed to be a "prime location".

## STEP 4 contract signature & down payment

Once your project is accepted by BLUE GLUE (profile & location):

- We evaluate your perimeter of exclusivity, and email you the franchise contract.
- You will print 2 copies, put your initial on each page, approve and sign the contracts, send them back to us by express courier. We will return a signed and approved copy to you by express courier. (The contract will enable you to take up the lease on your location. If you need to make a presentation to secure your site, we have other presentation tools and assistance available, please inquire).
- With the contract, we send you a pro forma invoice for an initial sum of **10,000 €** to secure your exclusivity. This is the initial non-refundable amount for the Franchise Affiliation Fee of 10,000 €.

## STEP 5 joglo layout & quote

We email you the quote of the Joglo, as per our standard, or as per your request, if measurements or shape of the joglo should be different than our standard propositions.

Upon payment reception, we can start build the Joglo and displays which will be shipped to you for assembly.

The timeframe for manufacturing a Joglo is 6 weeks.

The time frame above applies to priority projects, i.e. when your project is first on the list. If there are any other current projects they will affect the above schedule but we will keep you advised if this situation arises.

## STEP 6 visit BLUE GLUE!

You visit BLUE GLUE in Bali, meet our teams, learn about the BLUE GLUE culture and see some of our thriving pilot shops, Corners and Joglos.

We organize training sessions on location, share each detail of the know-how, coach you with shop management and guide you to the software.

Your stay in Bali at our guest villa will be enchanting with a specially designed agenda of delights!

## STEP 7 stock

- When your Joglo is ready for shipping, we prepare your initial stock list.
- We email you the final Franchise proforma invoice, and the amount of the payment balance – total invoiced in Joglo & fittings, merchandise, software & Affiliation Fee, less the down-payments to date.

## STEP 8 shipping & reception

- We will connect you with our selected Freight Forwarder who will arrange with you the details of the shipment, and best quote by sea, as soon as we receive your balance payment of the total invoice. The shipping cost will be paid directly to the freight agent.
- You will designate a freight broker to handle the reception of the shipment in your country. Clearance charges and delivery costs to your door will be paid to this local broker.

## STEP 9 assembling

- You receive the Joglo, fittings and lighting which will be assembled and installed by your contractor (as per the information supplied by our architect, on the Technical File).
- You purchase and install any other items you need to get up and running (air condition, heating system, etc.).
- Our team will follow the building work and development by email.
- You install your stock in the store, your software on computer, get all shop details ready, and train your sales people before the grand opening.

## STEP 10 franchise validation

We will receive pictures of the Joglo, and deliver the visa of conformity.

## STEP 11

### **Champagne !**

You are the happy owner of a BLUE GLUE Joglo, and have joined the family. Welcome!