



QUESTIONNAIRE

To be filled by Prospective
Stockiest Dealer / Re-seller / Representative



Applying to become :	<input type="checkbox"/> MECO Stockiest Dealer With commitment to promote, generate inquires, stock and sell. <input type="checkbox"/> MECO Re-Seller To buy and sell on generated inquires. <input type="checkbox"/> MECO Representative To have complete liaison and responsibility of one or more OEM / Institutional customers.
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Geographical region of your business operation :	_____
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Important : Please answer to all the questions with proper enclosures wherever requested so as to enable us to process your application smoothly and speedily. Please keep a copy of the completed form for your records and return back the original completed form to :

Meco Instruments Pvt. Ltd.
 Marketing Manager
 Plot. No. EL-1, MIDC Electronic Zone, TTC Indl. Area, Mahape,
 Navi Mumbai - 400710 (India)
 Tel : 0091-22- 27673311 - 16 , 27673300
 Fax: 0091-22-27673310, 27673330
 Email : info@mecoinst.com

Date : _____

1 Company Name :	_____
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2 **Company Location**

Registered Office : Address : _____
: _____
: _____
: _____

Tel : () _____ / _____

Fax : () _____ / _____

Administrative Office : Address : _____
: _____
: _____

Tel : () _____ / _____

Fax : () _____ / _____

Email : _____

Web : _____

Showroom : Address : _____
: _____
: _____

Area : _____ ft x _____ ft

Tel : () _____ / _____

Fax : () _____ / _____

3 Main Organizational and Business Activities : _____

 _____.

4 Past experience in handling Electrical and Electronic Testing and Measuring Instruments and Transducers or similar items. : _____

 _____.

5 Names of Products / Agencies / Dealerships / Representations handled by you for :

A Multifunction Meters			
Sr	Agency / Company	Brand	Last FY Turnover (Rs. Lacs)
1			
2			
3			
Special achievements if any :			

_____.			

B Digital Panel Meters and Modules			
Sr	Agency / Company	Brand	Last FY Turnover (Rs. Lacs)
1			
2			
3			
Special achievements if any :			

_____.			

C	Power Line Transducers		
Sr	Agency / Company	Brand	Last FY Turnover (Rs. Lacs)
1			
2			
3			
Special achievements if any :			

_____.			

D	Analog Panel and Switchboard Meters		
Sr	Agency / Company	Brand	Last FY Turnover (Rs. Lacs)
1			
2			
3			
Special achievements if any :			

_____.			

E	Digital Multimeters, Clampmeters, Insulation Testers, Earth / Ground Resistance Testers, Leakage Current Testers and Process Calibrators		
Sr	Agency / Company	Brand	Last FY Turnover (Rs. Lacs)
1			
2			
3			
Special achievements if any :			

_____.			

6 Year of Establishment of Business : _____

7 Nature of Organization : Proprietary
 (Please enclose copy of M.O.A and A.O.A / Partnership Deed) Partnership
 Private Limited

8 Details of All Proprietors / Partners / Directors				
Sr	Name	Designation	Qualification	Contact Number
1				R : M :
2				R : M :
3				R : M :
4				R : M :

9 Details of Key Personnel in your Employment (Technical, Sales, Marketing, Administration, Accounts, Service, Others)			
Sr	Name	Qualification	Responsibility
1			
2			
3			
4			

10 Rate Of Local Sales Tax.	:	Electrical Instruments	:	_____ %
		Electronic Instruments	:	_____ %

11 Company Registration Details (Please enclose copy of individual registration certificates wherever applicable)	
Company Registration Number	: _____ Dt. _____
C.S.T. Number	: _____ Dt. _____

Local S. T. Number	:	_____	Dt. _____
V.A.T. Number	:	_____	Dt. _____
T.I.N. Number	:	_____	Dt. _____
P.A.N. Number	:	_____	Dt. _____
Service Tax Number	:	_____	Dt. _____
Central Excise Registration Number	:	_____	Dt. _____

12 Sales, Financial and Banking Information
(Please enclose last two years audited balance sheet)

Bankers	Name	:	_____
	Account No.	:	_____
	Address	:	_____
		:	_____
	Tel	:	() _____ / _____
	Fax	:	() _____ / _____
	Email	:	_____

Sales

Total Sales Turnover for last three years

Year 1 : FY - _____ Rs. _____(Lacs)

Year 2 : FY - _____ Rs. _____(Lacs)

Year 3 : FY - _____ Rs. _____(Lacs)

Sales Turnover for Electrical and Electronic Testing and Measuring Instruments and Transducers (If handled) for last three years

Year 1 : FY - _____ Rs. _____(Lacs)

Year 2 : FY - _____ Rs. _____(Lacs)

Year 3 : FY - _____ Rs. _____(Lacs)

13 Important Potential Customers in your Area				
Sr	Name of Customer	City	Your Registration Status with Them	Annual Business Potential (Rs. Lacs)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				

14 Any other information about your company or market you would like to highlight :

15 Business Forecast

Estimated Business you can Commit for next Two Years

Year	Group		Total (Rs. Lacs)
	Product	Sales (Rs. Lacs)	
1 st	Multifunction Meters		
	Digital Panel Meters and Modules		
	Power Line Transducers		
	Analog Panel and Switchboard Meters		
	Testing and Measuring Instruments		
	Power and Harmonics Analyzers		

Year	Group		Total (Rs. Lacs)
	Product	Sales (Rs. Lacs)	
2 nd	Multifunction Meters		
	Digital Panel Meters and Modules		
	Power Line Transducers		
	Analog Panel and Switchboard Meters		
	Testing and Measuring Instruments		
	Power and Harmonics Analyzers		

16 Amount willing to invest in stocks of the products : Rs. _____ (Lacs)

<hr/> (Company Address Stamp)	<hr/> (Signature, Date and designation of Authorized Person)
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