



TMC FRANCHISE CORPORATION APPLICATION RETURN CHECKLIST

- Signed & Fully Completed Application with Personal Financial Statement**
(Mark items N/A if not applicable. Full disclosure with current supporting detail for all assets and liabilities, i.e. securities, loans, etc. is required).
 - Federal Tax ID #** (If applying under corporation)
 - Secondary Applications** (One for each Partner/Co Franchisee) **US Work Authorization Documents**
 - Personal Tax Return plus** (2 years) **Corporate Tax Return** (2 years)
(If applying under corporate entity)
 - Annual Financial Statements for All Business Owned - (2 years)**
(i.e. Income Statements, Balance Sheets, Statement of Equity, Cash Flow Statements)
 - 3 Months Bank and Brokerage Statements**
All Supporting Items on Application (i.e. checking, savings, money market funds)
For example if application indicates \$10,000 include copy of statements (not older than 60 days).
 - List All Obligations for Which You are Directly Liable or Contingently Liable**
Provide documentation where applicable.
 - Articles of Incorporation/Partnership Papers (All Documents Including Minutes)**
(If applying under corporation/partnership_
 - Site Plans and/or Blueprints** (If available)
 - Proof of Ownership or Premises Lease**
- Forms Included in Package to be Completed and Signed**
- Certificate of Corporate/Partnership (If Applicable)**
(One complete form for each franchise site if applying under different business entities or if owners/principals differ.) Indicate Federal Tax ID # in space provided.
 - Authorization for Release of Personal Data/Credit History**
 - Bank Authorization and Reference Sheet**

IT IS IMPERATIVE THAT YOU COMPLETE THE FRANCHISE APPLICATION IN ITS ENTIRETY AND THAT YOUR RETURN PACKAGE INCLUDES ALL OF THE ITEMS LISTED ABOVE, WHERE APPLICABLE. FAILURE TO PROVIDE THIS INFORMATION WILL RESULT IN A LENGTHY DELAY IN PROCESSING YOUR APPLICATION OR DISQUALIFICATION FROM THE CIRCLE K FRANCHISE OPPORTUNITY.
