

**WESTERN UNION PHILIPPINES
SUB-AGENT APPLICATION FORM
(Revised – January 2007)**

Western Union selects Sub-Agents at Western Union's (in coordination with the Network Agents) sole discretion, based on a number of criteria. Contractual, legal, economic or other reasons may preclude Western Union from engaging additional Sub-Agents in the Philippines. Prospects may be required by law to be legally qualified to perform the Money Transfer business.

COMPANY DETAILS	
Company Name:	Store Name (if different from the Company Name):
Phone Number:	Fax Number:
Company Website:	E-mail Address:
Contact Person:	Position:

HEAD OFFICE BUSINESS ADDRESS	
Bldg./Street:	Town/City:
Province:	ZIP/Postal Code:

BUSINESS ENTITY	
Class of Trade:	No. of years in existence:
Does the Company offer any of the following:	
<input type="checkbox"/> Own International / Domestic Remittance Business	<input type="checkbox"/> GCash (Cash-in and/or Cash-out) location
<input type="checkbox"/> Branded Remittance Business (Specify):	<input type="checkbox"/> Smart Padala location
	<input type="checkbox"/> No remittance related service being offered

LOCATIONS					
Total Number of Branches in the Network	Network Distribution Breakdown				# of Branches targeted for WU deployment
	MMLA	Luzon	Visayas	Mindanao	
If not 100% WU penetration of branch network, please provide rationale and/or branch rollout plan.					

OPERATIONS	
A. Operating Hours	
Store Hours per day:	No. of days open per week:
B. Proposed Mode of Operation and Automation:	
<input type="checkbox"/> Full Automation (100% PC penetration)	<input type="checkbox"/> Partial automation w/ WU remote transaction processing. Specify # of locations w/ PCs.
<input type="checkbox"/> Partial automation w/ central processing. Specify # of locations w/ PCs.	<input type="checkbox"/> 100% remote processing via Direct Agent CSC

If a phased automation, please provide rollout plan.		
C. Proposed WU Service Offering:		
<input type="checkbox"/> IMT Inbound.	Number of branches	If not 100% PC penetration, please provide rationale:
<input type="checkbox"/> IMT Outbound.	Number of branches	
<input type="checkbox"/> DMT Inbound.	Number of branches	
<input type="checkbox"/> DMT Outbound.	Number of branches	
<input type="checkbox"/> US\$ Payout	Number of branches	
D. Frontliner Profile		
Required Educational Attainment:		No. of years experience:
E. Security Measures		
How many security guards are assigned per branch?	<input type="checkbox"/> None	<input type="checkbox"/> One (1) <input type="checkbox"/> >One (1)
Are branches equipped with a vault?	<input type="checkbox"/> None	<input type="checkbox"/> One (1) <input type="checkbox"/> >One (1)
Are transactions conducted over-the-counter?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

MANDATORY DOCUMENTARY REQUIREMENT CHECKLIST*	
<input type="checkbox"/> Sub-agent Corporate Write-Up	
<input type="checkbox"/> Last 2 Full Years Audited Financial Statements	<i>In the event that the prospect has been in operation for less than 2 years, audited partial statements supplemented with bank statements are acceptable. For startups (only), company bank statements and proprietor bank statements are acceptable.</i>
<input type="checkbox"/> List of branches with addresses and contact numbers	
<input type="checkbox"/> Photos of a typical branch (frontage, counter, back office)	

*Note: Applications with incomplete mandatory requirements will **NOT** be processed.

OPTIONAL SUBMISSIONS	
<input type="checkbox"/> Business plan for WU service	
<input type="checkbox"/> Projected 1 year monthly transaction volume (with a discussion of assumptions specific to the location)	
<input type="checkbox"/> Location map of all branches	
<input type="checkbox"/> Roll-out plan with timetables	

We hereby certify that the information contained above is true and correct and has not been misrepresented in any way. Should any of the information contained above be found to have been false, the erring sub-agent shall be subject to sanctions from Western Union including, but not limited to, suspension or removal from the Western Union Network.

Prospective Sub-Agent

Authorized Signatory		Signature:
Designation / Position		

Direct Agent

Agent Name:	Direct Agent 5, Inc.	
Authorized Signatory		Signature:
Designation / Position		