

Shipley Franchise Process

Step I. Apply for a Shipley Franchise

Franchise Candidate

Request Information about a Shipley Franchise

Receive Initial Franchise Packet

Completes & Submits Initial Franchise Application

Provide proof of Citizenship or Permanent Resident / Alien Registration Card

Provide proof of assets

1st Interview - Phone Interview

Subfranchisor

Process Credit Check

Process Criminal Background Check

Step II. Due Diligence

Franchise Candidate

Receives and Reviews Uniform Offering Circular (UFOC)

Returns Signed UFOC Acknowledgment Receipt

Contacts and holds discussions with existing franchisees

Step III. Compatibility

Franchise Candidate

2nd Interview – Meeting/ Interview with VP Franchise Development

Subfranchisor

Review of Financial Position

Enhanced Background Check

Secure Financing

Determine mutual compatibility through discovery day visit

Shipley Franchise Process

Step IV. Site Selection

Franchise Candidate Approval
Find & Approve Site
Negotiate & Finalize Lease / Purchase
Sign Franchise Agreement

Step V. Your Shipley Location

Begin Design of Store
Select Architect / Engineer
Create Store Layout
Select Contractor
Establish Completion Schedule from Contractor
Establish Delivery Date
Begin Construction

Step VI. Training

Begin Franchisee training
-250 hours in store, completed 30 days prior to opening
Begin Crew Training
- minimum 80 hours customer service
-minimum 250 hours kitchen staff

Step VII. Setting Up Shop

Equipment Delivery & Setup
Supplies Delivered
Sign Package Installed
Punch List Completed

Step VIII. Donut Days are here!

Pre-Opening Training (5 – 7 Days)
Store Opening