

National SchoolTransfer – School Sellers Worldwide

Registration Form

To register with National SchoolTransfer as a seller of a school or other educational business situated outside the UK please complete this form:

‘Visit by NST’		<i>One of NST’s team visits your school and prepares an assessment. The expenses of travel and accommodation are met by the school</i>
‘Self assessment’		<i>You write the detailed assessment yourself and, once the detail is agreed, we add it to our register and launch it to our interested buyers. We do not visit the school</i>

PERSONAL DETAILS for reasons of confidentiality please only supply address and telephone details that you regard as secure

Name	
Address	
Telephone	
Mobile telephone	
Fax	
Confidential email	

SCHOOL DETAILS

School name	
School address	
Telephone	
Fax	

Type of school	
Number of pupils/Age range	
Boy/Girl/Co-ed	
Trading Status	<i>Sole traderPartnershipLimited company/Other</i>
When and how was the school established	

STAFF DETAILS

Number of full time staff	
Number of part time staff	
Qualifications	<i>Graduates/Teacher-trained/Other</i>
Number of ancillary staff	
Pay scale used	<i>Main/Own scale</i>

FACILITIES

General description of buildings	<i>Number of classrooms/School hall/Gymnasium, etc</i>	
Please list other major facilities	<i>Playing fields/Swimming pool/Owners' accommodation, etc</i>	
Location	<i>City centre/Suburban/Rural, etc</i>	

FINANCIAL INFORMATION

Fees	<i>Current range of fees per term:</i>	
Turnover	<i>Annual current turnover:</i>	
Profit	<i>Last year:</i> <i>This year:</i>	
Selling price	<i>If freehold, property valuation:</i>	
	<i>If leasehold, term remaining and annual rent:</i>	

COMMISSION AND UNDERTAKING

Please sign the undertaking below...

Commission will be payable on sale or lease or any other disposition of the school, its assets or any part thereof resulting from an introduction from **National SchoolTransfer**, subject to a minimum of £1000 plus VAT. Commission will be calculated as follows:

- (i) On sale of any assets or part thereof including stock and goodwill – 2.5% + VAT*
- (ii) On lease of any asset or any part thereof – 2.5% + VAT* of the capitalised rent
- (iii) On a disposition of any other kind – on a fair and reasonable basis*
- (iv) I understand that all dealings between myself and National SchoolTransfer shall be governed by and construed in accordance with English Law. Disputes arising from this shall be subject to the exclusive jurisdiction of the English courts.

Signed: _____ Date: _____

* VAT is payable where applicable

FINAL CHECK LIST

Please ensure that you are sending all of the following information:

1. I have completed all the details above
2. I have enclosed a copy of the latest profit and loss sheet from audited accounts
3. I have enclosed a copy of the school brochure/prospectus
4. I have ticked either 'Visit by NST' or 'Self assessment'
5. I have signed the undertaking above

Once we have received your completed and signed form, with enclosures, we will contact you to discuss the next stage in your registration.