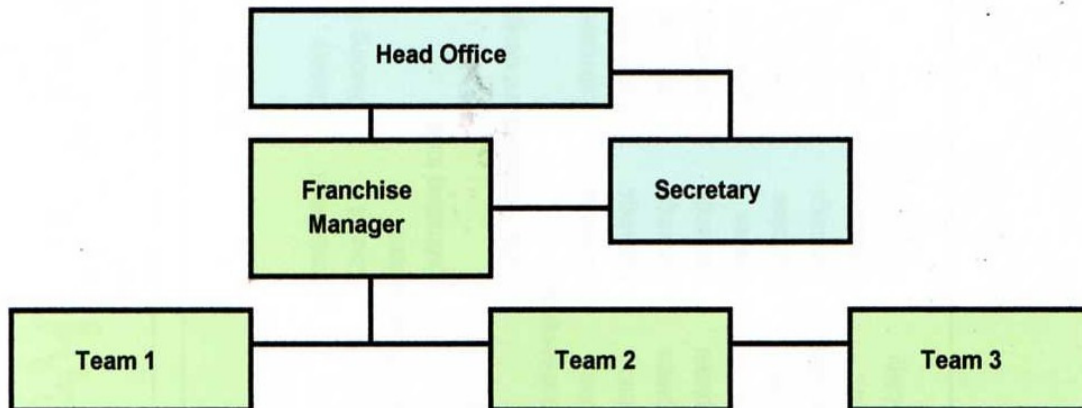


# ALL DAY FENCING

## Business Structure



## Franchise Management Overview

- 1 Head Office**
  - Business Management
  - Business Initiatives and Development
  - Marketing Strategies
- 2 Secretary**
  - Answers phone calls and emails
  - Screens Potential Clients
  - Book onsite quotes into your online calendar
  - Forwards messages to your email
  - Advertising and editorials
  - Forwards updates to product and price lists
- 3 Franchise Manager**
  - Attend appointments and provide drawings and written onsite quotations
  - Receive and book in approved jobs
  - Order materials for projects
  - Supervise subcontractor teams
  - Answer emails and voice messages
  - Submit job completed invoices for payment
  - Manage business cheque account
- 4 Sub-contractor teams**
  - Contact client directly for access arrangements
  - Confirm location, height and length with client before proceeding
  - Perform all work as required including clean site
  - Arrange final inspection directly with client
  - Leave final invoice on completion