



## 8 Steps to Owning an Access Education Franchise

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What do I do now, you ask? Moving forward toward owning an Access Education Franchise is a matter of completing the following 8 steps.

### **Step 1: Contact Us**

There is no time like the present to investigate an Access Education franchise. Economic trends and personal timing elements are rarely in perfect alignment, and the most successful entrepreneurs are often those who aggressively seek out good opportunities. At Access Education, your interest and all information we obtain is kept strictly confidential and is reviewed only by us. We seek to match only the most highly qualified potential franchisees with our locations, and we are very selective. In addition, we work to provide options that fit your personal and financial goals.

### **Step 2: Phone Appointment**

Filling out our contact information, or simply calling to arrange a time for a teleconference will lead you to Step 2. We will set up a telephone appointment to discuss your goals, background and experience, and help you determine if you are a potential Access Education franchisee. This call will take less than an hour. You will have plenty of opportunity during the call to get general overviews and have many of your immediate questions answered.

### **Step 3: Research**

After the initial call, we may ask you as a possible Access Education franchisee to do some research. We may ask you to investigate your market opportunities, regulatory climate and demographic information. Access Education has a great deal of this information readily available, but we want potential franchisees to investigate it as well rather than simply take our word for it. This exercise will validate our information, and at the same time give you up to date insight into your potential market. We will give clear guidance on how to accomplish this.

#### **Step 4: Franchise Disclosure Document**

The next step in the process is to deliver the Franchise Disclosure Document (FDD) to you for review. You will need to print, sign and return several pages of it to us upon receipt. This document contains all the important elements of the franchise offering, and should be considered the final authority on all franchise information. Incorporated within the FDD is the Franchise Agreement Document, which serves as a contract, as well as several exhibits and attachments.

#### **Step 5: Review of the Franchise Disclosure Document (FDD)**

We will discuss the items that are contained in the FDD and answer any questions you may have. You should then review the FDD in complete detail, writing down any questions or concerns for discussion. You may want to consult with a franchise attorney and an accountant before making a decision. If so, it is important that they have a strong background in franchising. It is important to remember that we are presenting opportunities, but you must make the decision that is best for you and your family.

#### **Step 6: Discovery Day**

Access Education will then host a Discovery Day where you will be invited to our offices. You will have the opportunity to ask important questions to help in your decision, in a face-to-face setting. You will also meet key support staff in the organization that will provide your initial training and continuing support.

#### **Step 7: Decision Time**

You have taken all of the steps necessary to make the right decision. Now it's time to make your decision, and complete the Franchise Agreement, Franchise Disclosure Document and other paperwork. You have now put yourself in the position to be your own boss, control your own destiny, and succeed in your new business.

#### **Step 8: Congratulate Yourself!**

You are now on your way to business ownership with the Access Education family! We will arrange for your training program, and all the other elements that will allow you to completely launch your Access Education franchise.