# ETO Questionnaire

#### Thank you for your enquiry. We would like to know more about your organisation. Please complete this form and email to: info@francesking.com

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| --- | --- | --- | --- |
| Date:Your details | | | |
| Contact name: | | | |
| Job title: | | | |
| Organisation name: | | | |
| Organisation registration number: | | | |
| Address: | | | |
|  | | | |
|  | | | |
| Tel: | | Mobile: | |
| Email: | | Website: | |
| Whatsapp: | WeChat: | | Line: |
| About your organisation | | | |
| 1. Ownership and type of organisation (private or limited company): | | | |
| 2. Number of employees in your organisation: | | | |
| 3. Name of Director/owner if different from contact above: | | | |
| 4. Will you pay the school on students’ behalf (net booking) OR will students pay the school (gross booking)? Net  Gross | | | |
| 5. How many years have you been in business? | | | |
| 6. Are you a member of any associations? Which? | | | |
| 7. Do you work with other schools in London?  If yes, which schools: | | | |
| **Business Reference**   |  |  |  | | --- | --- | --- | | **We will contact the school/referee below for a business reference.** We keep copies on our database of all school/company references and may be asked to provide these during inspection. | | | | Name of School: | Contact name: | Contact details: (Email) | | 1. |  |  | | 2. |  |  | | If you are not able to provide the name of a school that you currently work with, please provide another referee:  Contact Name:       Organisation:  Relationship with you:       Email: | | | | | | |
| About your market | | | |
| 1. How do you know about Frances King? | | | |
| 2. How many students per annum do you send to London? | | | |
| 3. Which programmes interest you?  **UK**  Adult General English  Part Time Afternoon  Academic Year  IELTS Examination preparation  30+ (summer only)  Business English | | Private Lessons  Family programmes  50+programmes  Christmas & New Year in London  Online Programmes  Part Time Evening English | |
| 4. How many students per annum do you anticipate you will send to Frances King? | | | |
| 5. Do you produce your own brochure? Yes  No | | | |
| 6. Do you have your own website? Yes  No | | | |
| 7. How do you intend to promote Frances King? | | | |
| 8. Do you have a local office or staff in London? If YES, details: | | | |
| Main marketing contact (if different from contact details on page 1) | | | |
| Contact name: | | | |
| Job title: | | | |
| Tel: | | | |
| Email: | | | |
| Main financial contact (if different from contact details on page 1) | | | |
| Contact name: | | | |
| Job title: | | | |
| Tel: | | | |
| Email: | | | |

* Thanks for completing this form. Please email this to us and we will contact you regarding an official agreement.
* We would also be delighted to show you our school and accommodation the next time you are visiting London.