



SCOOTY USER XPERIENCE

No 16, CROWN COURT ESTATE 2,
ORISA SANYA STREET, OFF PALACE ROAD,
ONIRU PRIVATE ESTATE,
VICTORIA ISLAND,
LAGOS, NIGERIA.

SCOOTY USER XPERIENCE – PARTNER ONBOARDING FORM APP & DEDICATED RIDER SERVICE

Purpose: This form collects key information from new vendors or business partners (restaurants, supermarkets, retail outlets, pharmacies, service providers etc.) joining Scooty XP's delivery network or requesting dedicated rider service. It ensures smooth integration into our platform and operational setup.

SECTION 1: BUSINESS INFORMATION

- Business Name: _____
- Business Type (Restaurant / Supermarket / Pharmacy / Retail Outlet / Other): _____
- Registered Address: _____
- Owners/CEO/Director Name: _____
- Owners/CEO/Director Contact No. _____
- Owners/CEO/Director Email Address: _____
- Contact Person (Person Scooty Team will liaise with daily): _____
- Contact Person Phone Number: _____
- Contact Person Email Address: _____
- Days Operating: _____
- Daily Operating Hours: _____

SECTION 2: SERVICE TYPE

- App-based Deliveries
- Dedicated Rider Service
- Both
- Preferred Start Date: _____

SECTION 3: PREMIUM DEDICATED RIDER SERVICE (if applicable)

- Number of Riders Requested (Minimum 10 deliveries per rider per day): _____
- Preferred Delivery Zones: _____
- Expected Daily Order Volume: _____
- Delivery Timing Range (When you want Rider available): _____



SECTION 4: ORDER & DELIVERY PROCESS

- Order Handling Method: Via Scooty App Direct Call Both
- What is your Average Delivery Time Expectation: _____
- Contact for Escalation / Dispatch: _____

SECTION 5: PAYMENT & BILLING INFORMATION

- Payment Method: Bank Transfer Other _____
- Billing Contact Person: _____
- Bank Name: _____
- Account Name: _____
- Account Number: _____

SECTION 6: BRAND / VISIBILITY DETAILS (for App Upload)

- Upload Company Logo (High Resolution JPEG)
- Upload 2-3 Storefront Images (Exterior & Interior)
- Provide Short Business Description (for Scooty App display):

SECTION 7: MENU / PRODUCT CATALOG (for App Upload)

- Attach full product/menu list including:
- Item names
- Description
- Images (Jpeg)
- Price (₹)
- Category (e.g., Food, Drinks, Household, Pasta, Computers etc.)

SECTION 8: AGREEMENT & CONFIRMATION

- I hereby confirm that the above information is correct and agree to Scooty's Vendor terms and operational guidelines.
- Authorized Name: _____
- Position: _____
- Signature: _____
- Date: _____

REQUIRED DOCUMENTS & MATERIALS CHECKLIST

Please ensure the following documents are provided:

1. Business registration (CAC)
2. Valid ID of contact person / owner
3. Company logo (high resolution)
4. Photos of shop/restaurant frontage & interior
5. Menu list / product catalog (with item descriptions & images)
6. Signed vendor service agreement

