

POB Foods Seller Agreement Form

This agreement records the checks and duties for a seller applying to offer food through the POB Foods marketplace in Nigeria. Registration alone does not authorize sales. The marketplace operator must complete its review and enable the seller in writing before any listing goes live. Complete all blanks and attach the requested documents before signing.

1 Parties and scope

Marketplace operator legal name: Patobisi Nig Ltd Trading brand: POB Foods

Operator registered address: No 15 Freedom Street, Edu, Ado Odo Ota, Ogun State, Nigeria

Seller legal name or business name: _____

Seller registration number, if applicable: _____ Contact person: _____

Seller address: _____

Phone: _____ Email: _____

Effective date: _____ Approved selling territory: Nigeria only, unless a separate written approval states otherwise.

2 Approval and documents

The seller must provide truthful, current identity and business details, proof of address, a reachable phone number, the names of responsible persons, and a bank account in the seller's own or registered business name. The operator may verify those details and request a video call or a reasonable site or stock inspection. An application may be declined or approval withdrawn where verification fails or a material fact was concealed.

Before a product is offered, the seller must provide its source and supplier details, genuine purchase invoices or manufacturer/distributor authorization where applicable, accurate photographs of the product and packaging, and any registration, licence, import or other document required for that product and destination. The operator may request a sample. The seller must promptly report changes to these details.

3 Genuine and safe products

The seller warrants that every item supplied is genuine, lawful, safe, fit for sale, correctly described, and traceable to a legitimate source. The seller must not offer counterfeit, adulterated, substituted, stolen, expired, recalled, relabelled or tampered goods. The seller must not reuse another product's registration number, claim approval it does not hold, or substitute a different brand, pack size, quality or batch after an order is placed.

The seller must comply with the rules that apply to its product and selling territory, including applicable NAFDAC registration and Nigerian food labelling requirements. A printed number by itself is not enough: the registration and the actual product must match. Products intended for Germany or another EU market require separate written approval and the relevant market documentation before listing.

4 Product control and records

The seller must give the operator enough information to review each product and must wait for written or platform approval before its first sale. A material change in manufacturer, supplier, formulation, packaging, label or claimed registration requires fresh review. The operator may inspect stock, request records or samples, make test purchases, and pause a listing while it investigates a concern.

The seller must keep invoices, supplier identity, batch or lot identifiers, expiry dates where relevant, quantities and order-to-batch records for the applicable legal retention period, and supply relevant records promptly when a safety or authenticity issue arises. Perishable goods must be stored and transported under appropriate conditions.

5 Orders and delivery handoff

The seller must confirm stock, supply the exact approved goods, pack them cleanly and securely, and attach required labels and batch details. POB Foods arranges its logistics partner. The seller must have goods ready at the agreed place and time and obtain a handoff record showing the order, quantity, condition and time. The parties will document damage or shortages at handoff and investigate responsibility using the handoff and delivery records. Consumer rights remain unaffected.

6 Complaints and urgent action

The seller must notify POB Foods immediately on discovering a suspected counterfeit, unsafe product, contamination, mislabelling, recall or regulatory concern. It must stop supplying the affected goods, preserve stock and records, identify affected batches and orders, and cooperate with customer contact, withdrawal, recall and lawful regulator notifications. POB Foods may immediately hide listings and pause sales while investigating. The seller must respond to an ordinary authenticity or quality enquiry within ____ business days, and to an urgent safety enquiry without delay.

7 Prices, commission and payments

Commercial term	Agreed entry
Platform commission	12% of _____ (agree calculation base)
Other agreed fees	_____
Seller payout timing	_____ business days after _____
Refund and return allocation	See attached schedule or write terms here: _____

The operator will provide an order and payout statement. Amounts genuinely disputed, refunded or subject to an identified fraud or safety investigation may be held only to the extent reasonably necessary, with a written explanation and prompt reconciliation. Neither party may change the commercial terms for completed orders without the other party's agreement.

8 Suspension, termination and responsibility

POB Foods may reject a product, suspend listings or selling access immediately where it reasonably suspects counterfeit or unsafe goods, false documents, repeated serious complaints, or a legal breach. It will tell the seller the reason when doing so will not compromise an investigation. Either party may end future participation by giving ____ days' written notice; serious misconduct permits immediate termination. Existing orders, refunds, recalls, payments and record duties survive termination.

Each party is responsible for its own acts and omissions. The seller will reimburse the operator for reasonable, evidenced direct costs and third-party claims arising from the seller's breach, counterfeit or unsafe products, subject to applicable law and without limiting customer rights. The operator remains responsible for its own negligence and obligations. The parties will first try to resolve a dispute in writing. Governing law and courts: _____.

9 Seller declaration and signatures

I confirm that the information and attached documents are accurate; I understand that approval is manual; and I will not list or dispatch a product that POB Foods has not approved. I have authority to sign for the seller.

Seller name and title: _____ Signature: _____ Date: _____

For marketplace operator: Idiake Patrick Junior Signature: _____ Date: _____

Documents received and verification record

Item	Received / checked / date
Identity and business registration; address and phone	_____
Bank account name match; supplier invoices or authority	_____
Product list, labels, batch photos and applicable approvals	_____
Sample or site check if requested; reviewer decision	_____

Approved seller account ID: _____ Approved by: Idiake Patrick Junior Date: _____