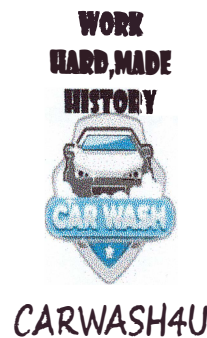


اُونِيْوَرْسِيْتِيْ تِيْكُونُولُوجِيْ مَارَا
UNIVERSITI
TEKNOLOGI
MARA

FUNDAMENTALS OF ENTREPRENEURSHIP(ENT300)



THE CARWASH4U ENTERPRISE

PREPARED BY:

NAME	MATRIKS NUMBER
MUHAMMAD AFIFI BIN KAMARUDZAMAN	2018444164
MUHAMMAD SYAZMIL ILHAM BIN ABDUL MALIK	2018213158
MUHAMMAD ALIFF AIMAN BIN ZAHARI	2018291494
MUHAMMAD AKMAL HAKIM BIN MOHAMMAD	2018268566

PREPARED FOR:

MADAM SAFIAH BINTI MOHAMED
FACULTY OF BUSINESS MANAGEMENT

ACKNOWLEDGMENT

First and foremost, we would like to extend our greatest gratitude to Allah S.W.T. for giving us the opportunity to complete this group assignment together successfully. We are also deeply indebted to our beloved lecturer, Madam Safiah for her help and contribution on guiding us in the process of completing this assignment and making sure all is well.

Next, we would also like to thank our group members for being cooperative and making sure this assignment is to be done on time. This assignment would not be a success if it wasn't for their hard work and dedication.

Lastly, we would also like to thank our beloved family members for helping us mentally, physically. They made our jobs at ease by providing us with necessary help so that our assignment is done perfectly.

TABLE OF CONTENTS

TITLE	PAGE
COVER PAGE	1
LETTER OF SUBMISSION	2-3
ACKNOWLEDGMENT	4
TABLE OF CONTENT	5-7
EXECUTIVE SUMMARY	8-9
1. INTRODUCTION	
1.0. Introduction	
1.1. Purpose of Business Plan	
1.2. Company Background	10-25
1.3. Partner's Background	
1.4. Partnership Agreement	
2. ADMINISTRATION PLAN	
2.0 Introduction	
2.1 The Vision, Mission and Objective	
2.2 Organizational Chart	
2.3 List Of Administration Personnel	
2.4 Schedule of Task and Responsibilities	26-36
2.5 Schedule and Remuneration	
2.6 Benefit of Partners	
2.7 List of Office Equipment	
2.8 List of Fixture and Fittings	
2.9 Administration Budget Table	

EXECUTIVE SUMMARY

The business is based on a partnership where it consists of four members who hold important roles in the company such as General Manager , Administration Manager , Marketing Manager , Financial Manager and Operational Manager . The business capital amounts to RM(73 000) where the contribution of each member is RM13250 and the rest RM 2000 is from bank loan (Bank Islam)

Our car wash is one of a kind in Johor Bahru. We are different from other car wash services, we have our own speciality. We are selling a car perfume, the detergent to wash the car and a special towel to wipe your car so it will look extra shiny. We will also go to houses by houses to wash any type of transportation, places by places. Just give us a phone call or go to our website to register and will go to the place on the time that the customers want. Our way of promoting is also different, we make a promotion for the customer. For example, we will give them a member card and every time they reach 5-time-car washed. They'll get a free wash for the 6th time. Our company is located at 77, Jalan Rambai 12, Taman Kota Masai, 81700 Pasir Gudang, Johor

Carwash4u is a company that focused on car washing service that does not harm the environment. We will give our sample to the customers so that they can try it on their own. We can guarantee that our customers will love our own made car shampoo that will give their cars and transports a result out of our products. We will also give our best for the home service car cleaning, For example, we will try our best to be at our customers' places on time and to clean their car as soon as possible. We don't want our customers to wait in a long time because our customers' satisfaction is our priority. We want our customers to look at us as one of the most professional car wash companies and would also like to show them that our staff is an A-class employee. There are several ways of contacting us regarding the ways of booking. They can book their space for car washing through phone call, email and our social media. As I've said earlier, we also use our special towel that gives our customers a 99.99 percent of satisfaction. Other than that, we also provide a normal car washing as they can come to our shop that is located at 77, Jalan Rambai 12, Taman Kota Masai, 81700 Pasir Gudang, Johor. The reason why we still have this kind of car washing is because we know that some of our customers still want the old school type of car washing. This is because some of them do not want to share their address as they wanted to protect their privacy. So, on being one of the most customers friendly company, we will try our best to attract each and every type of customer nearby. We will still place some of our employees at the shop so that it will be easier for us to wash the car, only two of us will go to the car wash home services. We want to be one of the

1. INTRODUCTION

The Carwash4u will be established on 1 October 2018 as to provide services towards the people near Pasir Gudang which is known on their high population and one of the most well known places. We are offering them a professional service of car washing to the community and people nearby. The business was founded by four people that plays an important roles in the company. We will be managing the company too as we want to give a great and one of the best opportunity to our customer to experience our car wash service. We are trying to conquer the industry and the same as other companies, we are looking towards on expanding our company.

1.1 PURPOSE OF BUSINESS PLAN

1. To The Entrepreneurs (Carwash4u company services)

To better understand the purpose of the business and act as a guideline to manage the business efficiently and effectively. We are trying to give our customers the satisfaction before trying to make a high profit.

2. Financial Institutions

Assist and help the financial institution to evaluate capability of the proposed project and provide loan for the business. Financial institution involved in this business project is BANK ISLAM. It's one of the best ways for us to strengthen our company and to

3. Suppliers

Help convince suppliers of the viability of our business venture thus benefitting both the suppliers and our company in the long term business arrangement.

4. Company Staffs / Workers

Help workers to understand the business's goals and objective and give a guideline to them regarding their job duties and responsibilities