

OFFICE:
540-338-6457

FAX:
540-338-6401



OFFICE:
115 East Main Street
Purcellville, Va 20132

BUSINESS CREDIT CONTRACT

Salesman _____ Date _____

Type of Business/Organization (check one)

Single Proprietorship Partnership Corporation (State)

Amount of credit requested \$ _____

Firm Name	Fed ID # or SS#	Type of Business	Date Established
Owner/Partner/Officer	Title	Owner/Partner/Officer	Title
Business Address		Business Phone	
Billing Address		Business Fax	
Email Address			
<input type="checkbox"/> EMAIL BILLING			

CURRENT FUEL SUPPLIER:

Company Name	Address		
Contact	Telephone	Account Number	
Email Address	Fax		

BANK REFERENCES:

Bank and Branch, Person to Contact	Bank and Branch, Person to Contact
Account Number <input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Loan	Account Number <input type="checkbox"/> Checking <input type="checkbox"/> Savings <input type="checkbox"/> Loan

The above information is for the purpose of obtaining credit history and will be kept strictly confidential

Has the applicant or any of its owners, principals, partners, officers, or directors ever filed a voluntary petition in bankruptcy, been adjudged bankrupt, or made an assignment for the benefit of creditors? YES NO

Account Payable Office: Name _____ Phone: _____ Fax: _____

CONTINUED

CREDIT POLICY TERMS AND CREDIT AGREEMENT

NET: UPON RECEIPT OF INVOICE

1. A LATE CHARGE will be assessed on balances over 30 days. This is computed by a periodic rate of 1.5% (which is an annual percentage rate of 18%) on the portion of the previous balance over 30 days less payments and credits appearing on the statement. An account is considered PAST DUE when a LATE PAYMENT CHARGE is assessed. Any account which becomes past due may be subject to termination of services WITHOUT NOTICE until the balance is paid in full.
2. Any account which is turned over to an attorney will be charged with all of Valley Energy's attorney fees and costs of collection.
3. A service charge of \$35.00 will be applied when a check is returned by the bank.

I certify that the information contained in this document is true and accurate and is submitted to Valley Energy in conjunction with a request for credit. References listed are authorized to release any credit information to Valley Energy. A copy of this authorization shall be as valid as the original.

Please Print Name and Title

Signature

Company Name

Date

PERSONAL GUARANTY

In consideration for the extension of credit for the purchase of goods or services to the applicant, THE UNDERSIGNED PERSONALLY GUARANTEES THE UNCONDITIONAL PAYMENT OF ANY UNPAID AMOUNT UPON APPLICANT'S ACCOUNT. This is a guarantee of payment and not merely of collection; no collection or civil action need be commenced against the Applicant prior to a demand being made upon the undersigned. A copy of this guarantee shall be as valid as the original.

Guarantor Signature

Date

Guarantor Signature

Date

Please Print Name and Title

Please Print Name and Title

CREDIT INVESTIGATION AUTHORIZATION

I hereby authorize Valley Energy to make whatever credit investigation they may deem appropriate and to exchange any information they may receive in the course of such investigations. A copy of this authorization shall be as valid as the original.

Guarantor Signature

Date

Guarantor Signature

Date

Please Print Name and Title

Please Print Name and Title





115 EAST MAIN STREET • PURCELLVILLE, VIRGINIA 20132 • 540-338-6457 • FAX: 540-338-6401

CARDLOCK USE AGREEMENT

This agreement made this _____ day of _____, 20 ____ between VALLEY ENERGY, hereinafter called VE, and _____ hereinafter called USER.

- 1) **RULES/REGULATIONS:** USER represents to VE that USER has been instructed in the safe and proper use of VE's dispensing facilities and has been familiarized with the location and function of the emergency equipment provided by VE. USER also represents to VE that all of USER's employees and agents who use VE's equipment will be properly trained on the use of said equipment and will have the opportunity to view the CFN Cardlock Safety/System Training Video provided to USER by VE. Further, USER and all of USER's employees and agents will comply with the following:
 - a. Smoking is prohibited on site.
 - b. Dispensing fuel into any container not approved by the Fire Marshal is prohibited.
 - c. Fueling vehicles with pilot lights operating is prohibited.
 - d. Engines must be turned off before fueling.
 - e. No cell phones

USER agrees to defend, indemnify and hold VE free and harmless from any and all claims, actions, losses, damages, injuries, liabilities and costs (including attorney's fees) resulting from negligence or misuse of CF's property and equipment by USER or USER's employees or agents.

- 2) **TRANSACTION CHARGES:** USER hereby accepts the obligation and responsibility for payment for all charges registered to cardlock access cards issued to USER. USER is liable for any and all transactions made on a lost or stolen card for up to 24 hours for VE owned sites and up to 48 hours network wide after VE has been notified that the card is lost or stolen. Notification may be made verbally, but must be confirmed in writing and received by VE at 115 East Main Street, Purcellville, Virginia 20132. WARNING: Personal Identification code numbers (P.I.N.) should not be kept with the fueling card at any time.
- 3) **ACTIVATING WRONG PUMP:** Should USER, USER's employees and/or agents activate the wrong fueling pump, USER agrees to clear the pump before proceeding. USER agrees to be responsible for any fuel that is dispensed as the result of not clearing the pump that was activated in error.
- 4) **COMMERCIAL ACCOUNTS:** USER represents that all fuel purchased will be used for commercial business purposes only, and not consumer purposes.
- 5) **ANNUAL MAINTENANCE FEE:** A \$25.00 account maintenance fee will be assessed to USER's account on each anniversary date if their fuel volume for the previous year is less than 600 gallons. Replacement cards will be billed at \$1.00.
- 6) **LOCKED OUT ACCOUNTS:** If USER's account is locked out for reason of delinquency, all monies plus a Reactivation Fee of \$25.00 must be paid before the account will be reactivated. VE reserves the right to refuse to reactivate past due accounts. If USER's account must be referred to collection, USER agrees to pay collection cost and attorney's fees incurred by VE.
- 7) **FUEL PRICES:** USER understands that VE fuel prices are not displayed on any pump at the time of fueling, but are available by calling the VE office. Prices quoted at other fueling facilities are not guaranteed. Prices are set on account basis and may differ from receipt at time of sale.
- 8) **FUEL DISCOUNTS:** USER assumes responsibility for damages to equipment due to negligence.
- 9) **AGREEMENT TERMS:** Terms of this agreement are subject to change upon written notice by VE to USER. If USER uses any cards after receipt of such notice, then USER's consent to the changed terms shall be implied.
- 10) **CARD CHANGE AUTHORIZATION:** Person who can authorize card changes? _____

Comments/Special Requests: _____

USER: _____ DATE: _____
Company

 BY: _____ BY: _____
Print Name and Title Authorized Signature



CARD ORDER FORM



115 EAST MAIN STREET • PURCELLVILLE, VIRGINIA 20132 • 540-338-6457 • FAX: 540-338-6401

PLEASE FILL IN YOUR REQUIREMENTS PER CARD.

Account Number _____

FUELING FACILITY ADDRESS:

103 Hirst Road, Purcellville, VA 20132

Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Fax Number: _____

Authorized Contact: _____ Email: _____

IMPORTANT SECURITY FEATURES:

Please answer below to limit days of the week, hours and number of transactions per day, each driver can fuel.

DRIVER NAME OR VEHICLE DESCRIPTION <small>For Your Information</small>	VEHICLE NUMBER <small>Any number you wish to supply up to 4 digits</small>	GALLON LIMIT Per Transaction <small>State size of fuel tank</small>	FUEL REQUIREMENTS <small>Specify one, two, three or all products per card</small>	HOURS TO FUEL	DAYS OF WEEK TO FUEL	# OF TRANSACTIONS PER DAY
EX Dave Driverman	6789	50	Diesel	<input checked="" type="checkbox"/> 24 Hrs. Other _____	<input checked="" type="checkbox"/> ALL Other _____	3
				<input type="checkbox"/> 24 Hrs. Other _____	<input type="checkbox"/> ALL Other _____	
				<input type="checkbox"/> 24 Hrs. Other _____	<input type="checkbox"/> ALL Other _____	
				<input type="checkbox"/> 24 Hrs. Other _____	<input type="checkbox"/> ALL Other _____	
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				<input type="checkbox"/> 24 Hrs. Other _____	<input type="checkbox"/> ALL Other _____	
				<input type="checkbox"/> 24 Hrs. Other _____	<input type="checkbox"/> ALL Other _____	

*CARD RESTRICTIONS ARE ONLY GUARANTEED AT SITE OWNED AND OPERATED BY VALLEY ENERGY.