



**BRANCH
BROOK**

P.O. Box 967 • Kennebunk, Maine 04043-0967

Tel. (207) 985-1500 • Fax (207) 985-0271 • www.branchbrook.net

Fleet Fuel Account Information & Agreement Form

Business Name	FEIN	Phone	Invoicing: <input type="checkbox"/> Mail <input type="checkbox"/> Email
Name of Owner (s)	SSN	Driver's License	Billing: <input type="checkbox"/> On Acct <input type="checkbox"/> Card <input type="checkbox"/> ACH
Mailing Address	City	State	Zip
Email Address			
Type of Card: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover			
Card Number _____ - _____ - _____ Exp ____ / ____ CVV _____ House # _____ Zip _____			
Name on Card _____ Signature _____ Date _____			
Trade Reference	Contact	Phone	Fax
Trade Reference	Contact	Phone	Fax
Finance / Bank Reference	Contact	Phone	Fax
Finance / Bank Reference	Contact	Phone	Fax
Do you want to enter vehicle mileage each time? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Only on certain vehicles		Do you want to use a 4-digit PIN ? <input type="checkbox"/> Yes _____ <input type="checkbox"/> No <input type="checkbox"/> Only on certain vehicles	
Number of Gasoline Keys	Number of keys for each tank size 30 gal _____ 40 gal _____ 50 gal _____ 60 gal _____ 100 gal _____		
Number of On Road Diesel Keys	Number of keys for each tank size 30 gal _____ 40 gal _____ 50 gal _____ 60 gal _____ 100 gal _____		
Off Road Diesel Keys	Kerosene Keys		

Terms & Conditions

Terms: Billing is sent out every other Friday and payment for that invoice is due by 5pm the following Thursday. If not paid in full, a 5 cent/gallon price adjustment will be posted on the account.

Outstanding Balances: Any balance that exceeds the credit terms listed above will be assessed a finance charge of 2% after the first 15 days, and again every 30 days until the invoice is paid in full. Billing questions or disputed charges should be addressed in writing to our office within 10 days. Any accounts that are put into collections status will be responsible for any and all collections costs, including but not limited to, certified mail fees, court fees, fees paid to law enforcement agencies, administrative expenses, etc. If the invoice is not paid within 30 days of the delivery or service, Branch Brook reserves the right to charge the card on file for the balance due plus any fees incurred.

NSF/Canceled Checks: A \$40 charge will be incurred and any discount applied to the original invoice will be forfeited.

Declined Cards: A \$40 charge will be incurred if not paid within 3 business days on a COD account or within 15 days for Credit Approved Customers.

Notice: Consumer Reports (Credit Reports) may be obtained in connection with this application. The Federal ECOA prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, natural origin, sex, marital status, or age.

Please note: Each time the customer utilizes credit with Branch Brook, the customer is reaffirming solvency to pay the bill. By providing your signature below, you are agreeing to the Terms & Conditions listed on this form and asserting that the information provided is truthful and accurate.

Personal Guarantee

To induce the extension of credit to Customer, Guarantor (jointly or severally if more than one) hereby guarantees payment of all existing and future indebtedness of Customer to Branch Brook including any costs, expenses, and reasonable attorney's fees payable as a consequence of Branch Brook's collection efforts. This personal guarantee is absolute, complete, irrevocable, and continuing, and it shall not be necessary for Branch Brook to give notice to Guarantor of any extension of credit to Customer, and renewal thereof, any modification of the terms thereof, or Branch Brook's arrangements with the Guarantor.

Signature of Guarantor

Printed Name

Date