



Fuel Card Services Ltd
The Black Barn, Manor Farm
Manor Road, Wantage
Oxfordshire OX12 8NE

Telephone 0844 870 9988
Fax 0844 870 7598
enquiries@fuelcardservices.com
www.fuelcardservices.com

Dear Sir/Madam,

You are just TWO signatures away from savings on your fuel bill.

We would like to take this opportunity to confirm, with thanks, the interest you have expressed in opening a **Gulf Fuel Card credit account.**

We need just five minutes of your time and just a little more detail about your business to open your account.*

Therefore, I have attached some simple forms for you to complete and return to us.

Just TWO signatures required please...

There are two signatures required from an authorised signatory on the attached forms, plus the blank areas which we need you to kindly complete.

Please could you return the forms by scanning and emailing to **enquiries@fuelcardservices.com**, faxing to **0844 870 7598** or posting at your earliest convenience to:

FREEPOST, RSET-ZKES-YHXR, Fuel Card Services, Wantage, OX12 8NE

We look forward to receiving the completed forms so that we can ensure that you start to enjoy all the best in value, service and quality that a **Gulf fuel card from Fuel Card Services** can offer you.

In the mean time, should you require any further assistance, please do not hesitate to contact us on **0844 870 9988**

Yours faithfully,

The Fuel Card Services Team

Tel 0844 870 9988
enquiries@fuelcardservices.com

*subject to credit status





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Gulf Fuel Cards - making life simpler - For more than 100 years Gulf has meant excellence - in products, in service. Today, that includes the easy way for any business to keep track of cost for efficient fuel management.

The Gulf Fuel Card means that your vehicles run on the highest quality fuels, for cost-effective transport, while your management and administration burden is cut to the absolute minimum.

Whatever your business, whatever your fleet size or type, the Gulf Fuel Card makes perfect sense for anyone spending £250 or more each month on diesel, petrol or both. Subject to status, you could benefit from the Gulf Fuel Card in a short period of time - and applying could not be easier. Accepted at your local participating Gulf services, with a nationwide network of filling stations where your drivers can fill up with diesel without needing cash.

The aim of Gulf Fuel Card is to be YOUR strategic partner to meet your individual needs and offering the highest level of service at the most competitive prices. This proposal will identify the following key areas, which we feel will be of benefit to you and YOUR business.

Simple for the business

Every refuelling transaction covered within a single VAT-compliant weekly invoice – **reduced workload**

Interest-free credit between refuelling and payment – **better cash flow***

Automatic payment via Direct Debit – **less administration**

Regular reports compatible with standard office systems – **easier analysis**

Account access 24/7, including un-invoiced transactions, via secure eServices – **greater control**

Fuel cards linked to individual drivers / vehicles for security and control – **tighter security****

No hidden charges – **no surprises**

Simple for the driver

Fast, simple refuelling at your local participating Gulf sites, plus 00's more throughout the UK – **convenience**

No need to save receipts – **simple administration**

No worries about losing cash or credit cards – **greater security**

Flexibility to buy lubricants and other essentials – **more options**

Simple to manage

Purchasing diesel, petrol or both with the Gulf Fuel Card means refuelling with top quality fuel on interest-free credit* while reducing administration to a minimum. Invoicing and payment are fully automated and eServices bring full management capabilities to your desktop. With just a couple of clicks, you have complete view of your fuel account, including refuelling not yet invoiced, and it is simple to cancel individual cards, order more cards, change your account details or download full reports into your standard business packages.

*subject to credit status

**we cannot guarantee that the site will check the registration of the vehicle

Quality accreditation for fuel
card management systems



Fuel Card Services Ltd. Registered in England & Wales No. 2107821.
Registered Office: Alexandra House, Lawnswood Business Park, Redvers Close, Leeds, LS16 6QY.

a **DCC** company

COST-SAVING

CUSTOMER SERVICE

CONFIDENCE

Helping protect the rainforests with
CO₂count and **coo!earth**
count • control • cut



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Pricing



When refuelling using your Gulf Fuel Card at a participating, Gulf, Emo or Pace service station in Great Britain and Northern Ireland, you will be charged the prevailing competitive rate for diesel & petrol advertised at the service station. Motor oil and lube can be purchased and a small surcharge will be applied, by special requested other shop goods can be purchased, please ask your account manager for details.



Use your Gulf Fuel Card to purchase diesel, petrol & motor oil at a service station displaying the Myfuel logo.



Your Gulf Fuel Card is also accepted by some sites displaying the Keyfuels logo, at these sites you will be charged a fixed weekly price for any diesel drawn. Details of pricing at Keyfuels sites can be obtained from your dedicated account manager.

All the sites that accept the Gulf Fuel Card can be found by using our online site location tool:
<http://www.gulf-fuelcard.co.uk/locator.php>

VAT Recovery

European Sixth Directive - are you and your business prepared?

You can be prepared by issuing *Gulf Fuel Cards* to your employees for purchasing fuel. In this way, you can avoid the risk of not being able to reclaim 20% of your fuel costs by becoming the direct purchaser of the fuel rather than your employee.

Further details available on request.

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Additional Services from Fuel Card Services

Card Protect - Zero liability card insurance



Card Protect provides you with complete confidence, with zero-liability insurance on your fuel card account.

CO2Count - Count, control and cut your fleet's emissions



Our unique emissions counting service, CO2Count, allows you to monitor and reduce your fleet's CO2 and other greenhouse gas emissions whilst helping to protect the world's rainforests and their indigenous peoples by supporting our environmental partner, Cool Earth.

MileageCount - Every mile counts



MileageCount is another exclusive, unique service we offer. MileageCount calculates accurate MPG reports for your fleet, including the split between business and private mileage costs to satisfy the HMRC reporting requirements, and also helps you meet your Duty of Care obligations to your drivers.

eServices - Your direct route to fuel savings



Our online fuel card management system, eServices, allows you to take control of your account 24/7. On eServices, you can: view and download detailed transaction information; order and cancel cards; and view or download a complete list of your cards and their details, including live cards, stopped cards, vehicle registration, driver name and expiry date.

eBilling - Invoices direct to your email inbox



eBilling sends your invoices and statements via email in PDF format as soon as they are produced, avoiding delays in the post. This file format is secure and cannot be manipulated, and therefore will be accepted for VAT and Inland Revenue purposes.

This guarantee should be detached and retained by the payer.

THE DIRECT DEBIT GUARANTEE



- This Guarantee is offered by all banks and building societies that accept instruction to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Fuel Card Services Limited will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request Fuel Card Services Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Fuel Card Services Limited or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
 - If you receive a refund you are not entitled to, you must pay back when Fuel Card Services Limited asks you to.
- You can cancel a Direct Debit at any time by writing to your bank or building society. Written confirmation may be required, please also notify us.

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Please fill in the whole form and send to: FREEPOST, RSET-ZKES-YHXR, Fuel Card Services, Wantage, OX12 8NE
Alternatively, please fax to 0844 870 7598, or scan and email to enquiries@fuelcardservices.com

Name of Company/Trading Name

*If sole trader or partnership, correct legal entity should show sole proprietor or all partners' names as per the following example:
M Jones & C Jones T/A Jones Manufacturing*

Contact Name

Full Postal Address

Postcode

Landline

Fax

E-mail Address

Mobile

Home Address *(if not Ltd company)*

Postcode

Trading Since *(date)*

Ltd Company Since *(date)*

Registration No.

Main Business Activity

Estimated Monthly Fuel Purchases		<p><i>We warrant that this information is correct and we consent to Fuel Card Services Ltd. making such enquiries as it shall consider necessary regarding this application and accept that Fuel Card Services Ltd. reserves the right to reject this application without being required to state any reason. If the account is accepted the account holder agrees to be bound by the Terms & Conditions (a copy of which is available on request). Cards will be charged at the prevailing rates*. I can confirm that the payment terms of weekly Direct Debits 7 days from invoice date are acceptable*.</i></p> <p><i>*Unless otherwise agreed in writing</i></p>
Card Spend £	/month inc. VAT	
Bulk Tank £	/month inc. VAT	
Present Supplier		
Total Number of Company Vehicles		<p>Authorised Signature of Company</p>
Diesel		
Petrol		
LPG		
Type of Vehicles		<p>Full Name of Authorised Signature</p>
No. of HGVs		
No. of Cars		
No. of Vans		
No. of Coaches		<p>Position Held</p>
		<p>D.O.B (if sole trader or partnership)</p>

Card Details/Order Form		
Company name to be embossed on all cards	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	
Vehicle registration or Driver's name	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	Purchase Option <i>(office use only)</i>
<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>
<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>
<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>
<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div>
Card Brand <i>(office use only)</i>		

FUEL CARD SERVICES LTD		Instruction to your Bank or Building Society to pay by Direct Debit			
Name and full postal address of your Bank or Building Society		Name(s) of Account Holder(s)		Service User Number	
To: The Manager Bank/Building Society				6 2 4 7 5 1	
Address		Branch Sort Code		Reference (office use only)	
		Bank/Building Society account number		Signature(s)	
Postcode					
Banks and Building Societies may not accept Direct Debit Instructions from some types of account		Instruction to your Bank or Building Society Please pay Fuel Card Services Ltd Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Fuel Card Services Ltd and, if so, details will be passed electronically to my Bank/Building Society.		Date	