



MONTHLY PAYMENT PLAN

We are happy to offer you this convenient payment plan option which allows you to spread out your heating costs. You may join this plan whether Fixed or Floating and still take advantage of our earned discounts.

The Monthly Payment Plan runs 11 months (Aug-Jun) followed by "Close-Out" at which time we reconcile all accounts for year-end.

HOW IS MY MONTHLY AMOUNT CALCULATED?

Your monthly payment amount is determined by estimating your "annual oil costs", adding your annual service plan cost (where applicable), less any credit balance from the prior year's close-out (where applicable), and dividing this estimated annual cost by eleven monthly payments.

Average Oil Consumption		-gall
Price Per Gallon	x	
Annual Oil Cost	=	
Annual Service Plan	+	
Current Credit Balance	-	
Number of Payments	÷	
Monthly Payment		\$

Monthly payment amounts are an estimate of your annual costs and may be reviewed and adjusted where appropriate.

WANT TO SAVE PAPER?

Ask for "Email Invoicing" today!

WHEN IS PAYMENT DUE?

Each monthly payment is due on the 1st of each month, and no later than the 10th of each month. If all monthly payments are received by the 10th of each month, an earned discount of \$.07/gallon will be applied to your account at "Close-Out". If you have set-up for E.F.T./auto-draft, payments will be drafted on the 1st business day of each month and will earn a \$.15/gallon discount to be applied at "Close-Out".

WHAT IS "NON-BUDGET" DUE?

Installations and billable service calls are not included in your budget and are termed "non-budget" charges.

EARNED DISCOUNTS

All earned discounts are applied to your account just prior to "Close-Out".

A \$.07/gallon credit for oil delivered during the budget year will be applied if all monthly payments were received on or before the 10th of each month.

A \$.15/gallon credit for oil delivered during the budget year will be applied if all monthly payments were drafted automatically on the 1st business day of each month via E.F.T.

MONTHLY BUDGET SUMMARY

On the 1st business day of each month a summary (or statement) or your account is generated to reflect monthly detail from deliveries and payments to non-budget related charges and payments as of the date at the top of the summary.

The Monthly Budget Summary is NOT intended as an Invoice, but simply a review of your account.

At the bottom of the Summary, the "Pay This Amount" box (highlighted in yellow) will reflect the TOTAL amount that is due as of the date at the top of the summary. If that month's payment has not been received prior to the summary date then it will show here.

WHEN AM I "PAST DUE"?

Payment not received by the 11th day of the month will be considered "Past Due" and a service charge of \$25.00 may be charged to the account. Accounts that become (2) payments Past Due may be removed from the Monthly Payment Plan and the Fixed Price Program for the remainder of the year. Any account removed from the Monthly Payment Plan will be subject to our usual terms of Net 30, with finance charges being assessed against any past due invoices. Note: All accounts must remain current for future oil deliveries and service.

WHAT IS "CLOSE-OUT"?

"Close-Out" occurs at the end of our budget year (mid-June) in order to reconcile/balance-out all accounts. You will receive a year end statement which will reflect all earned discounts, the year end account balance (to be reconciled), and the new year's monthly payment amount.

If your account has a debit balance, payment is due in full by July 1st. If you are set-up for E.F.T./autodraft, payment will be drafted on July 1st. Otherwise, payments not received by July 10th will be deemed Past Due.

If your account reflects a credit balance, the credit has been applied to reduce the new monthly payment amount; or you may call for a refund within 30 days of close-out (refunded balances will result in an increase to the new monthly payment amount).

NEED HELP MAKING TIMELY PAYMENTS?

- Sign up for E.F.T./Auto-Draft and SAVE!
- OR ask about our remittance coupons.