

CREDIT APPLICATION

Retif Oil & Fuel
1840 Jutland Drive
Harvey, Louisiana 70058-2361

Email: credit@retif.com
Phone: 800-349-9000
Fax: 504-684-1459



Retif
Refuel

CUSTOMER INFORMATION

Company Legal Name and/or DBA Name:	
Phone:	Fax:
Website:	Federal ID #:
(Required for Retif Customers Only) Please provide an email for delivery tickets to be sent electronically:	(Required for Retif Customers OR Refuel Customers) Please provide an email for invoices to be sent electronically:
(Required for Refuel Customers Only) Would you like to receive E-Receipts by email? Yes _____ No _____	(Required for Refuel Customers Only) Would you like to receive exception reporting my email? Yes _____ No _____
Mailing Address:	
Delivery Address (1):	
Delivery Address (2):	
Contact Name:	
Phone:	Email:
Accounts Payable Contact Name:	
Phone:	Email:
How Long At Current Address: _____ Years	Date Business Commenced: ____/____/____
Type of Business:	Present Supplier:

PRINCIPALS

Name:	Title:
Phone:	SSN:
Name:	Title:
Phone:	SSN:

REQUESTS

Credit Level Desired: \$	Estimated Monthly Gallons:
Purchase Orders required (Yes or No)?	Product (Lube Only, Fuel Only, or Both)?
Tax Exemption Status: County/Parish _____ State _____ Both _____ N/A _____	*Please provide all supporting tax exemption certificates.

BANKING INFORMATION

Bank Name:	Checking Acct # :
Bank Officer:	Email:
Phone:	Fax:

TRADE REFERENCES

Company Name:	
Contact Name:	Email:
Phone:	Fax:
Company Name:	
Contact Name:	Email:
Phone:	Fax:

CUSTOMER OWNED TANK INFORMATION (Required for Retif Customers Only)

How many tanks do you currently own?		Are the tank(s) aboveground or underground?	
Tank # 1	Tank Size _____ (Gallons) Height _____ x Width _____	Product _____ # of openings _____ Tank Id (# or name, etc) _____	
Tank # 2	Tank Size _____ (Gallons) Height _____ x Width _____	Product _____ # of openings _____ Tank Id (# or name, etc) _____	
Tank # 3	Tank Size _____ (Gallons) Height _____ x Width _____	Product _____ # of openings _____ Tank Id (# or name, etc) _____	

AGREEMENT

I have made the above statement for the purpose of obtaining credit. I certify that the statements are true and I authorize you to make a credit investigation. I agree to pay a late charge of one and a half percent (1 ½%) per month (eighteen percent (18%) per year) on any balance not paid within thirty (30) days of the due date. If Retif Oil & Fuel LLC must use an attorney or collection agency to collect any overdue amount from the customer and/or guarantors, customer and each guarantor agree to pay reasonable attorney fees and the cost of collection incurred by Retif Oil & Fuel, LLC which the parties hereby fix at (25%) of any balance due, plus court costs. The fuel purchased under this agreement is primarily for commercial and/or business use. I agree to adhere to credit terms established by Retif Oil & Fuel, LLC based upon information provided above. We/I authorize Retif Oil & Fuel to do a credit check on my account relating to my credit and financial responsibility.

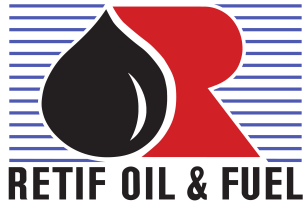
AUTHORIZED SIGNATURE:

Date:

Print Name:

Title:

Note: Please mail a copy of your driver's license to the physical address listed above.



GUARANTY

For good consideration and as an inducement for Retif Oil & Fuel, L.L.C. ("Retif") having given or extending in the future terms of credit to _____ ("Customer") from time to time, it is hereby agreed _____ ("Guarantor") does hereby guaranty to Retif or its successors the full payment of all monies owed to Retif from Customer without limit, plus interest, fees and charges of whatsoever nature and kind, waiving all notice and pleas of discussion and division. Without further authorization from or notice to Guarantor, Retif may grant credit to Customer from time to time. Guarantor acknowledges that this guaranty also applies to all prior outstanding obligations and further obligations of Customer to Retif.

This guaranty is unlimited as to amount or duration and shall remain in full force and effect notwithstanding any extension, compromise, adjustment, forbearance, waiver, release or discharge of any party obligor or guarantor, or release in whole or in part any security granted for said indebtedness or compromise or adjustment thereto and Guarantor waives all notices thereto.

The obligations of Guarantor shall be at the election of Retif, shall be primary and Retif shall not be required to exhaust its remedies as against Customer prior to enforcing its rights under this guaranty against Guarantor.

The guaranty hereunder shall be unconditional and absolute, and that acceptance and notice of acceptance thereof by Retif are therefore unnecessary and hereby expressly waived. Guarantor waives all rights of subrogation and set off until all sums under this guaranty are fully paid. In the event payments due under this guaranty are not paid upon demand, Guarantor shall pay all reasonable costs and attorney's fees necessary for collection and enforcement of this guaranty.

This guaranty shall be construed and enforced under the laws of the State of Louisiana and shall be binding upon Customer's successors and assigns.

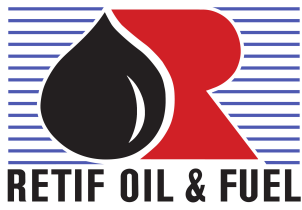
Signed this ____ day of _____, 202__

Guarantor Signature

Witness Signature

Printed Name – Guarantor

Printed Name – Witness



ELECTRONIC FUNDS TRANSFER AUTHORIZATION AGREEMENT

Bank Name

Business Name

Bank Routing Number

Business Phone Number

Business Bank Account #

Contact Name

Bank Phone #

Retif Oil & Fuel Customer #

Bank Contact

Notification By:

Email

Fax #

I (we), hereinafter called CUSTOMER, hereby authorize Retif Oil & Fuel to originate electronic debit entries to CUSTOMER'S business checking account, indicated above and authorize the Depository Institution named above, hereinafter called BANK, to accept and to debit the amount of such entries to CUSTOMER'S business account.

Such entries will be transmitted by JPMorgan Chase, New Orleans, Louisiana, on behalf of Retif Oil & Fuel. This authority is to remain in effect until Retif Oil & Fuel, and BANK, have received written cancellation from CUSTOMER and all purchases of products prior to receipt of cancellation have been paid.

CUSTOMER understands that a debit entry will only be accepted if sufficient funds are available in CUSTOMER'S account. In the event an entry is not accepted for any reason, BANK is to notify Retif Oil & Fuel by telephone at the number shown below by the close of the banking day on which the entry is presented.

CUSTOMER understands that if he/she refuses payment for a debit entry, this Agreement may be terminated by Retif Oil & Fuel immediately.

CUSTOMER Authorization:

Authorized Signature

Title

Date

Welcome to Refuel!

Our Refuel fleet cards are managed through the Commercial Fueling Network (CFN).

This system offers two types of management. You can discuss which is best for your company with your sales representative, or with someone in the Refuel department.

Refuel Phone: 504-349-9100 Refuel E-mail: refuel@retif.com

You can use a combination of both systems on your account if needed.

1) Single Card System - This is best for smaller fleets, or to use for employees who drive the same vehicle consistently, such as owners, managers, sales, etc.

Fill out only the [Single Card](#) sheet.

2) Floating Driver ID System - This is best for larger fleets and fleets where drivers switch trucks.

Fill out both the [Vehicle Card](#) and the [Driver ID](#) sheets.

Please read the instructions for each sheet carefully to ensure that we issue the cards and Driver IDs (PINs) correctly.

All Sheets

On the top of the page:

- Please **print** all of the requested information, except for the account number.

- Allow Usage at Retail Network Sites?

The CFN card system was originally made to work with non-retail petrovend systems. At its most basic level, we can restrict the cards to only those stations.

If you say YES to this question, your cards will work at the pump at retail locations that accept the CFN card.

If you say NO to this question, your cards will only work at Petrovend stations on the CFN network.

- Allow Usage at Extended Network Sites?

Over the last few years, CFN has partnered with other card systems and brands to allow CFN card holders to fuel outside of the CFN network.

If you say YES to this question, your cards will work at the pump at retail locations that accept the Fuelman card,

as well as many brands, such as Chevron, Pilot, Loves, Racetrac, Murphy USA, and more.

If you say NO to this question, your cards will not work at these Extended Network locations.

PLEASE NOTE: These locations can also be blocked by state. If you would like to do this to prevent fueling outside of certain states, please let us know.

- Sign and print your name at the bottom of the page.

Card restrictions are meant to protect your company against unauthorized use and fraud.

Please fill out limits as accurately as possible to comply with CFN's Fraud Protection Program, which allows no more than 2x the average use.

Because these limits are used to determine approval for fraud claims, they cannot be unlimited or left empty.

If left blank, the gallons per transaction will default to 40 gallons, and the # of transactions per day will default to 1 transaction.

Your company name will appear on all cards.

[Single Card Sheet](#)

Driver or Vehicle Name - This should be whatever description you want to appear on the card and on the bill to identify what the card is used for.

Fuel Requirements - The card should only allow the fuel type needed by the assigned employee or vehicle.

PLEASE NOTE:

- Dyed Diesel (off-road) must be specified if needed
- Diesel Exhaust Fluid (DEF) is automatically allowed on any card that allows Clear Diesel (on-road)

PIN - If you leave this field blank, our system will generate a random PIN for the card.

PLEASE NOTE:

- PINs must be 5 digits
- The first number cannot be a zero (0)
- PINs cannot be duplicated
- PINs cannot contain a consecutive string of numbers (ex.: 12345) or all of the same number (ex.: 22222)
- PINs cannot be consecutive across cards (ex.: 40501, 40502, 40503, etc.)

Gallon Limit Per Transaction - This limit should be no more than the largest tank size the employee would need to fill.

Daily Gallon Limit - The maximum gallons you want to allow on this card for one day. Should be no more than the gallons per transaction x number of transactions per day.

of Miles Per Tank - If you would like to receive an Exception Report if a bad Odometer is entered at the pump, you can put the Range Per Tank on the assigned vehicle.

- If you don't want this feature, you can leave this field blank.

Days of the Week to Fuel - Card can be restricted to use on certain days of the week. List the days allowed here.

Hours to Fuel - Cards can be limited to a specific time frame each day. List that time here.

PLEASE NOTE:

- Times begin and end on the hour (no half hour)
- Overnight shifts cannot be accommodated, as CFN only provides one time frame per day, from Midnight to Midnight.

of Transactions Per Day - the maximum number of transactions you want to allow on this card.

Department - If your invoices need to be sorted by department, you can list the department each card should be assigned to.

- If departments are not needed on the invoice, please leave these blank.

Vehicle Card Sheet

Vehicle Description - The description you want to appear on the card and invoice to identify the assigned vehicle.

PLEASE NOTE: The vehicle card is assigned to a specific vehicle, and should be kept in the vehicle so the correct card is used no matter who drives/fuels the vehicle.

Fuel Requirements - The card should only allow the fuel type needed by the assigned vehicle.

PLEASE NOTE:

- Dyed Diesel (off-road) must be specified if needed
- Diesel Exhaust Fluid (DEF) is automatically allowed on any card that allows Clear Diesel (on-road)

Vehicle # - This will uniquely identify your vehicle and will be used on the invoice to sort transactions.

PLEASE NOTE:

- The vehicle number cannot be duplicated on different vehicles
- The vehicle number must be 4 digits
- Leading zeroes are allowed (ex.: 0010, 0100, etc.)
- Numbers only, no letters or special characters

Gallon Limit Per Transaction - This limit should be no more than the tank size of the vehicle to which it is assigned.

Daily Gallon Limit - The maximum gallons you want to allow on this card for one day. Should be no more than the gallons per transaction x number of transactions per day.

of Miles Per Tank - If you would like to receive an Exception Report if a bad Odometer is entered at the pump, you can put the Range Per Tank on the assigned vehicle.

- If you don't want this feature, you can leave this field blank.

Department - If your invoices need to be sorted by department, you can list the department each card should be assigned to.

- If departments are not needed on the invoice, please leave these blank.

Driver ID Sheet

Driver Name - The name of the employee to be assigned to the Driver ID (PIN).

PLEASE NOTE: The employee uses the same Driver ID (PIN) no matter which vehicle card they use.

- Their Driver ID (PIN) uniquely identifies them as the person fueling when entered. Their name will appear on the transaction on the invoice.

PIN - If you leave this field blank, our system will generate a random PIN for the driver.

PLEASE NOTE:

- PINs must be 5 digits

- The first number cannot be a zero (0)

- PINs cannot be duplicated

- PINs cannot contain a consecutive string of numbers (ex.: 12345) or all of the same number (ex.: 22222)

- PINs cannot be consecutive across drivers (ex.: 40501, 40502, 40503, etc.)

Days of the Week to Fuel - Card can be restricted to use on certain days of the week. List the days allowed here.

Hours to Fuel - Cards can be limited to a specific time frame each day. List that time here.

PLEASE NOTE:

- Times begin and end on the hour (no half hour)

- Overnight shifts cannot be accommodated, as CFN only provides one time frame per day, from Midnight to Midnight.

of Transactions Per Day - the maximum number of transactions you want to allow on this card.



Single Card Requirement Form

Please Print

Account # (Office use only) _____

Company Name _____

Phone # _____

Authorized Contact _____

Authorized Contact E-Mail _____

Allow Usage at Retail Network Sites?

Yes

No

Allow Usage at Extended Network Sites?

Yes

No

Driver Name or Vehicle Description	Fuel Requirements All Road Fuels, Road DSL only Regular Gas Only, All Gas, Dyed DSL & Road DSL	Custom PIN Choose 5 Digit #s Only	Gallon Limit Per Transaction	Daily Gallon Limit	# of Miles Per Tank	Days of Week to Fuel	Hours to Fuel	# of Transactions Per Day
John Smith (example)	All Road Fuels	54785	75	225	350	Mon-Sat	8am-8pm	3
Jane Smith (example)	Dyed DSL & Road DSL	64829	100	400	500	All	24 hrs	4

Authorized Signature _____

Print Name _____

