

Morgan Oil Corporation
P.O. Box 100
Marshall, VA 20116-0100

Phone: 540-364-1591

Email: morganoilcorp@hotmail.com

Fax: 540-364-1437

NEW CUSTOMER INFORMATION

Date: _____

Name: _____ Social Security #: _____

Spouse: _____ Social Security #: _____

Mailing Address: _____

Delivery Address: _____

Home Phone #: _____ email address: _____

Cell Phone #: _____

EMPLOYMENT INFORMATION

Place of employment: _____

Address: _____

Work Phone: _____ Supervisor: _____

Spouse's place of employment: _____

Address: _____

Work phone: _____ Supervisor: _____

LOCAL CREDIT REFERENCES

1. _____ PHONE: _____

2. _____ PHONE: _____

3. _____ PHONE: _____

Do you own _____ or rent _____ your home?

Landlord/Mortgage Company's name & phone number:

FUEL INFORMATION

- _____ Fuel oil: Is your hot water heated with oil? _____
_____ Kerosene
_____ Premium Gasoline
_____ Regular Gasoline
_____ Road Diesel
_____ Farm Diesel (tax exempt)
_____ Fuel Island Access (to fill vehicles @ Morgan Oil's office)
_____ Number of cards required

TANK INFORMATION

Tank size: 275,500,550,1000, or 2000

Location: _____

Delivery Directions (please be clear and exact)

Is the street address marked clearly? _____

Do you have any animals to be concerned with? _____ Special instructions for animals: _____

TYPE OF DELIVERY

_____ Will call (you call in for fuel delivery)

_____ Automatic *(see page 3 for explanation)

Please choose one. If a choice is not made this account will automatically be placed on AUTOMATIC call status.

EXPLANATIONS OF SERVICE AVAILABLE

AUTOMATIC DELIVERIES: After your first delivery, we will begin filling your tank based on a “Degree-Day” schedule. The “Degree-Day” Method assures you that an ample supply of oil is always on hand. A computer located in our office maintains a daily record of various weather factors that affect oil usage (temperature, wind, etc.). Based upon this information and the size of your fuel tank your deliveries are automatically scheduled. You do not need to worry about running out of fuel. In the event that you accidentally run out of fuel there will not be an after hour delivery fee.

AUTOMATIC DELIVERY- JULIAN DAY: This method is based on a calendar day delivery, for example, every two weeks, once a month, every two months, etc.
If your account becomes delinquent your automatic delivery status may be suspended until the account is brought up to date.

WILL CALL STATUS: We will await your request to fill your tank. Our minimum delivery policy is 150 gallons or fill whichever comes first. During the winter months, December, January, February, and March, our minimum delivery policy is 200 gallons or fill whichever comes first. **THERE IS A \$75.00 CHARGE FOR ALL EMERGENCY SERVICE CALLS FOR ANY FUEL DELIVERIES MADE AFTER BUSINESS HOURS.**

If payment is made upon delivery you will receive a \$.05 per gallon discount. A zero balance is required for discount to be granted.

*****All prior balances MUST be paid in full before next delivery.*****

OFFICE HOURS: MONDAY thru FRIDAY 7:00am – 5:00pm

SATURDAY** 7:00am – 12:00pm

** November through March only.

EMERGENCY SERVICE /AFTER HOURS: If you need to reach us after hours just call our regular phone number, 540-364-1591.

CREDIT TERMS

****All deliveries or service must be paid for at time of or prior to delivery or service unless different arrangements are made with Morgan Oil Corporation prior to delivery.****

Methods of payment: Credit Card, Debit Card, Check or Cash at time of delivery, budget payment (established budget customers) or prepayment in our office.

In the event of any default, the applicant agrees to pay any and all costs of collection, including but not limited to attorney's fees, all court costs, etc. A late charge of 1 ½ (one and one-half) percent per month (18% annually) will be charged on the unpaid balance of any account over 30 (thirty) days.

A fee of \$50.00 will be charged for any returned check.

Signature of Applicant: _____ Date: _____

Signature of Spouse: _____ Date: _____
(if applicable)

CREDIT CARDS

Morgan Oil now accepts most major credit cards. We accept Visa, MasterCard and Discover. You may place your credit card on file with us and automatically your purchases will be applied to your credit card.

The biggest advantage to using a credit card is your purchases are treated like cash and you receive the \$.05(five cent) discount per gallon.

Please fill out the information below. Please include your signature.

CIRCLE ONE

VISA

MASTERCARD

DISCOVER

NAME (AS IT APPEARS ON CARD): _____

MAILING ADDRESS: _____

CARD NUMBER: _____

EXPIRATION DATE: _____

SIGNATURE: _____

Do you want to keep this information on file for future use? ____ yes ____ no ?

Signature: _____