*Welcome to Interstate Propane!*

Thank you for choosing us to be your propane supplier. If you have any questions regarding your account, please feel free to give us a call. (800) 452-6572.
Included with this welcome letter there are several forms that need to be completed to properly activate your new account.

1. Choose and acknowledge your delivery method.
2. Credit Application-Complete the appropriate sections for approval.
3. Complete the Exemption Certificate.
4. EFT Authorization- If you choose to have this done, choose one of the two forms with the option that works best for you.

**Please choose a delivery method:**

☐ **Keep Full Delivery Basis: (Must be Credit Approved)**

Your tank is checked automatically and filled when needed. We fill tanks to 85% in the winter and 80% in the summer. Payment terms are net thirty (30) days from the date of the delivery. Any balance on an account may result in delivery delays until the account is paid in full. See delivery procedures below to ensure deliveries are made before running out of propane.

Keep Full Customer Fees- Same Day $250.00*, Next Business Day $175.00*, Next Scheduled Delivery Day N/C,
Leak Test/Relight Fee- $85.00*.
*Fees are only charged to "Keep Full" customers if delivery was attempted and we were not able to deliver due to customer refusal of delivery, customer refused to fill tank on last delivery, safety issue, access issue, past due accounts, returned checks, etc. Our drivers have the discretion to determine if a safe delivery is possible. Cust. Initials_____

☐ **Will Call Delivery Basis:**

This delivery method is not recommended unless credit is not approved. Minimum Delivery is 100 gallons. Due to the nature of this delivery method several restrictions and fees could occur due to weather, non-payment, etc. At a minimum you must call at least 10 business days in advance to schedule a delivery. In peak times (Winter) scheduled keep full deliveries and weather may increase the time frame for delivery. Prepayment when scheduling a delivery is highly recommended.

Will Call Customer Fees-
Out of Gas- Rush Delivery Fee (3 to 10 business days) $175.00. **Same day or after-hours deliveries will not be made.**
Leak Test/Relight Fee- $85.00. Cust. Initials_____

**Other Fees:**
Insufficient Funds- $25.00 Service Fee. Payment of the fee and balance on the account is due within 10 days of notification and may result in your account being placed on a COD basis.

Tank rent & cage rental is billed annually and is due and payable upon receipt of the bill. Tank rental is subject to change without notice. Should a problem arise upon delivery please notify the office to insure prompt attention. Our drivers are not authorized to change policy. Please contact our office if you have any questions regarding the above policy.

Minimum Delivery Requirements- Minimum propane requirements apply to any tank not using 300 Gallons annually or a minimum of 12, BBQ (15#) cylinders or 6 forklift cylinders per month. Failure to use the minimum quantities could result in additional charges or equipment removal. Cust. Initials_____

**Delivery Procedures:**

1. **Access onto the property must be provided and unobstructed. Trucks must be able to get within 100' of the propane tank. Gates must be unlocked or previous arrangements made through the office for driver access.**
2. **Access to the tank or cage must be unobstructed and free and clear of objects or snow and ice. Drivers do not shovel snow!**
3. **Dogs/Animals must be tied away from the tank and access area. A dog's temperament changes when the owners are absent.**
4. **Weather related access issues are a driver's discretion to make a delivery. Please make sure your driveways are plowed and tank access is possible when Winter weather happens.**

Please be aware that we are not responsible for animals that get out of your enclosed yard while or after a delivery is being made. We have the right to refuse delivery if the dogs are loose, gates are locked, or objects are blocking access to the tank. We also reserve the right to disconnect service due to non-payment. (Your tank will be locked off.)

**Damage Waiver:**
Limitation of liability. Under no circumstances will InterState Propane be liable for any personal injury or damages occurring as a result of delivering propane or propane tanks and cylinders and related equipment to a customer's property. This includes damage or cracks to driveways, landscaping, or unmarked utilities. In addition, InterState Propane is not liable for any loss sustained by a customer (including damage to the home, real or personal property resulting from water damage caused by frozen pipes), as a result of the exhaustion or interruption of customer's supply of the deliverables or any loss or damage to the leased or loaned equipment including propane storage tanks, cylinder cages, or cylinders while it is in customer's possession.

I have read and understand the policies and delivery procedures above:

_____ _____ _____
Printed Name Signature Date

Main Office
8221 Alpine Ave
Sacramento, CA 95826
PH: (800) 452-6572
FAX: (916) 457-0307

Branches
50 Lillard Drive, Sparks, NV 89434, PH: (775) 359-1586 FAX (775) 359-0160
2940 Arcade Way, Redding, CA 96002 PH: (530) 222-3031 FAX: (530) 222-8517
3609 So. Bagley Ave., Fresno, CA 93725 PH: (559) 233-3221 FAX: (559) 233-1532
183 W. Main St., Woodland, CA 95695 PH (530) 662-5481 FAX: (530) 662-9148
255 12th St., Elko, NV 89801 PH: (775) 738-0102 FAX: (775) 738-1193

# COMMERCIAL CREDIT APPLICATION/EXISTING ACCOUNT ADDENDUM (Information Section Only)

All sales are for CASH until credit is established.
Delivery of product to the undersigned's facilities or trucks may be made without obtaining signatures upon delivery.

| Information | | | | | | |
|---|---|---|---|---|---|---|
| Company Name | | Telephone # | | Fax # | | |
| Billing Address | | City | | State | | Zip |
| Delivery Address | | City | | State | | Zip |
| Nature of Business | | Year Established | | Email Address | | |
| Type of Business | ☐ Sole Proprietorship | ☐ Partnership | | ☐ Corporation | | ☐ LLC |
| Purchase Order Required | ☐ Yes ☐ No | Sales Tax Status | ☐ Taxable ☐ Resale | Resale # _____ | | |

| Sole Prop/Partnership | | | |
|---|---|---|---|
| Name | Social Security # | Date of Birth | |
| Address | City | State | Zip |
| Employer | Home Phone # | Cell Phone # | |
| Spouse Name | Social Security # | Date of Birth | |
| Partner Name | Social Security # | Date of Birth | |
| Address | City | State | Zip |
| Employer | Home Phone # | Cell Phone # | |
| Spouse Name | Social Security # | Date of Birth | |

| LLC/Corp. | | |
|---|---|---|
| Officer Name | Address | Title |
| Officer Name | Address | Title |
| Federal ID # | | |

**People Authorized to Purchase Propane -** _____ _____ _____

| Trade References | | |
|---|---|---|
| Name | Contact | |
| Address | Phone # | Fax # |
| City/State/Zip | Account # | Email Address |
| Name | Contact | |
| Address | Phone # | Fax # |
| City/State/Zip | Account # | Email Address |
| Name | Contact | |
| Address | Phone # | Fax # |
| City/State/Zip | Account # | Email Address |

| Bank | | | | |
|---|---|---|---|---|
| Name of Bank | Account # | Bank Phone # | Contact | |
| Address | City | State | Zipa | |
| Credit Amount Desired $ | | Sales # | | |
| Landlord Name | Address | City | State | Phone |

**INSTRUCTIONS OR SPECIFICS**

Previous Gas Supplier or utility company : _____

Propane Appliances: ☐ Furnace ☐ Range ☐ Water Heater ☐ Dryer ☐ Space Heater ☐ Other _____

Tank Status ☐ Leased ☐ Customer Owned ☐ Tank Size _____ ☐ Full Time Use ☐ Seasonal Use ☐ New Tank Set ☐ Tank Change Out

Delivery/DrivingInstructions:_____

# Authorization And Agreement

Applicant authorizes InterState Propane (Hereinafter "Seller") or its assignee to make whatever inquires it deems necessary in connection with this open account application and in the course of review or collection of any credit extended in reliance on this application. Applicant authorizes Seller to check their individual credit history in connection with a business transaction involving the firm making the application. Applicant further authorizes any person or consumer reporting agency to complete and furnish to Seller or its assignee any information that it may have to obtain in response to such inquiries and agrees that such information, along with this application, shall remain Seller's property, whether or not credit is extended. Applicant further warrants and represents to Seller that applicant is doing business and is solvent. Applicant agrees to notify Seller immediately if it becomes insolvent or otherwise unable to meet current obligations when due. Venue for purposes of the enforcement of any obligations incurred as aforesaid shall be in Sacramento, California or Yolo County, California. This agreement shall not be effective until accepted by an authorized representative of Seller at its offices located at 8221 Alpine Avenue, Sacramento, California 95826. Facsimile signatures of applicant shall have the same force and effect as original signature.

**Payment Terms, Net 30 Days-due and payable in full 30 days from date of delivery and/or service.** Failure to pay the full account balance within 30 days from the day of delivery and/or service shall result in default and the assessment of a late charge and/or statement fee. The Applicant agrees to pay all invoices plus applicable taxes at the time of delivery or service work. The Seller shall have no obligation to supply any propane, tanks, equipment or services to the Applicant who is in arrears in the payment of any invoice or who is in default of any obligations to the Seller.

**Taxes**: The Applicant agrees to pay all personal property taxes and other taxes, assessments or similar charge that may be levied on any tanks or equipment while in the possession of the Applicant.

**Use of Tank: To promote safety and to comply with regulatory codes, the Applicant will not allow anyone other than the Seller to supply propane into any tank owned by the Seller which is leased or loaned to the Applicant. The Applicant agrees that they will not move, loan, lease, sublease, rent, or dispose of the tank or other equipment or assign this contract without first obtaining the written consent of the Seller. The Applicant further agrees to notify the Seller at least thirty (30) days before any sales or change in ownership of the premises on which the tank or other equipment is installed. These terms will be subject to the individual laws of the state from which they were entered into. Those laws will supersede any provisions of these terms that may run counter to those statutes. Title to the propane shall pass to the Applicant at the time the propane is delivered. Warning: Chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm are created by the combustion of propane.**

**The undersigned agrees to the following terms in all credit transactions with InterState Propane unless otherwise agreed to in writing by the authorized company officers or owners. A service charge equal to one and one half percent (1 ½%) per month will be charged against all past due amounts with a minimum of $.50. A service charge of twenty-five dollars ($25.00) will be charged against all returned checks. Applicant agrees to pay all the attorney's fees or collection charges associated with its collection of the past due account. A collection charge of one third (1/3) of the outstanding balance owing will be added. There will be a Fuel Surcharge Fee charged on each invoice to offset the cost of compliance with various state and federal regulatory agencies. To ensure an adequate supply of L.P. Gas, the applicant will allow and be responsible for deliveries of L.P. Gas without signature at the time of delivery. The Applicant also acknowledges that service may be disconnected if payment is not made in accordance with your terms. This authorization and request for delivery remains in effect until revoked by either party in writing.**

| | |
|---|---|
| **Print Name & Title** | **Signature** |
| Company | Date |

## CONTINUING PERSONAL GUARANTEE – LLC & Corporation Only

For the purpose of extending creditor of inducing temporary forbearance from collection of accounts of monies due at the time hereof from the person or firm applying for credit, listed on the reverse side hereof, the undersigned hereby absolutely and unconditionally personally guarantees, on a continuing basis, the performance of the person or firm on the reverse side hereof applying for credit, and to whom credit is extended, including but not limited to the due and prompt payment of all present and future indebtedness, whether secured or unsecured and regardless of how the indebtedness is represented or incurred. The undersigned consents to any extension or alteration of any obligation and guarantees such without prior notice, demand or pursuit of remedies against the party primarily liable. The guarantee shall remain in effect until the undersigned has notified the creditor in writing of its cancellation, but such cancellation shall not alter any obligation of the undersigned arising hereunder prior receipt of such written notice. The undersigned hereby further agrees to indemnify and save creditor harmless from any loss, damage, and expense caused by or arising out of any default on the part of such person or firm in making payment of any part or all such loss, damage or expense. The undersigned further agrees to pay all reasonable costs, expenses, and attorney's fees incurred in the enforcement of this continuing guarantee, or the enforcement of any obligation as a result of the extension of credit, including but not limited to the collection of any past due indebtedness whether or not suit is filed. Facsimile signature shall have the same force and effect as original signature.

| | |
|---|---|
| Signature | Social Security Number |
| Print Name | Date |
| Signature | Social Security Number |
| Print Name | Date |

InterState Oil Company

# EFT AUTHORIZATION

I authorize InterState Oil Company to initiate periodic deductions from my account shown below, for the total amount of charges I have incurred for goods, and/or services. I understand and agree that the total charge will be debited from my bank account by InterState Oil Company.

## DEPOSITORY INFORMATION (BANK)

Customer Name: _____.

Bank Name: _____.

Bank Route Code #:_____(9 digits)

Bank Account #:_____(Checking)

I understand this authority is to remain in full force and effect until InterState Oil Company has received written notification from me of its termination in such time and such manner as to afford InterState Oil Company and its depositor a reasonable opportunity to act on it. I have the right to stop payment on a debit entry (deduction) by notification to InterState Oil Company three (3) business days or more before this payment is scheduled to be made.

*A service fee of $25.00 may be assessed for any returned EFT transaction(s).*

Signature of Depositor_____ Date _____

Please Check: ☐ **FAX** and/or ☐ **E-Mail** or ☐ **No Notification**

E-mail _____ or Fax Number: _____

Main Office: 8221 Alpine Avenue, Sacramento, California 95826 Telephone (916) 457-6572 FAX (916) 457-0307
50 Lillard Drive, Sparks, Nevada 89434 Telephone (775) 359-1586 FAX (775) 359-0160
3609 South Bagley Avenue, Fresno, California 93725 Telephone (559) 233-3221 FAX (559) 233-1532
2940 Arcade Way, Redding, California 96002 Telephone (530) 222-3031 FAX (530) 222-8517
183 West Main Street, Woodland, California 95695 Telephone (530) 662-5481 FAX (530) 662-9148
4545 Dudley Boulevard McClellan, CA 95652 Telephone (916) 640-0444 FAX (916) 640-0011

CDTFA-230 REV. 1 (8-17)
**GENERAL RESALE CERTIFICATE**

STATE OF CALIFORNIA
CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION

# California Resale Certificate (IF APPLICABLE)

**I HEREBY CERTIFY:**

1. I hold valid seller's permit number: _____

2. I am engaged in the business of selling the following type of tangible personal property:

   _____

3. This certificate is for the purchase from InterState Oil Company [Vendor's name] of the item(s) I have listed in paragraph 5 below.

4. I will resell the item(s) listed in paragraph 5, which I am purchasing under this resale certificate in the form of tangible personal property in the regular course of my business operations, and I will do so prior to making any use of the item(s) other than demonstration and display while holding the item(s) for sale in the regular course of my business. I understand that if I use the item(s) purchased under this certificate in any manner other than as just described, I will owe use tax based on each item's purchase price or as otherwise provided by law.

5. Description of property to be purchased for resale:

   _____

   _____

   _____

6. I have read and understand the following:

   **For Your Information**: A person may be guilty of a misdemeanor under Revenue and Taxation Code section 6094.5 if the purchaser knows at the time of purchase that he or she will not resell the purchased item prior to any use (other than retention, demonstration, or display while holding it for resale) and he or she furnishes a resale certificate to avoid payment to the seller of an amount as tax. Additionally, a person misusing a resale certificate for personal gain or to evade the payment of tax is liable, for each purchase, for the tax that would have been due, plus a penalty of 10 percent of the tax or $500, whichever is more.

NAME OF PURCHASER

SIGNATURE OF PURCHASER, PURCHASER'S EMPLOYEE OR AUTHORIZED REPRESENTATIVE

| PRINTED NAME OF PERSON SIGNING | TITLE |
|---|---|
| | |

ADDRESS OF PURCHASER

| TELEPHONE NUMBER | DATE |
|---|---|
| (  ) | |