

# FUEL CARD APPLICATION FORM

(to be completed in conjunction with application for credit account form)



Account Name

Telephone

**Fleet details**

No of LGVs (HGV)

No of LCVS

No of Cars

**Are your commercial vehicles mainly used for (please tick one)**

1. Carriage of own goods

2. Carriage of third party goods

**Products required on fuel card**

1. Road Diesel .....litres/month or £ .....month

2. Gas Oil (red diesel) .....litres/month

What will the gas oil be used for? (eg refrigeration unit) .....

3. Petrol ..... litres/month

4. Lubricants ..... litres/month 5. Sundries .....

**Card Type**

Silvey is an independent agent for several fuel cards for different applications. Please seek our advice on which card is best for your purposes. e.g. SilveyCard (Smart), Diesel Direct, fastfuel, Fuelserv.

**Card Security – This card applies to Smart Cards only**

Fuel cards should be looked after as you would a bank credit card. New ‘Smart’ cards offer additional security features when used at ‘Smart’ enabled sites and the restrictions can be tailored to your needs. Please select from the restrictions below. You may select different restrictions for different individual cards but we warn against having more variations than necessary. If you do not select your own restrictions, the restrictions on your card will be as default below. Once set, changes to these restrictions will be charged at £2.00 per change.

Card type applied for	Number required
Total Number	

Security Restrictions	Default	Restriction 1	Restriction 2	Restriction 3
Max. quantity per fill (litres)	100			
Max. quantity per day (litres)	200			
Max. quantity per week (litres)	1400			
No. of transaction per day	2			
No. of transaction per week	14			
Valid hours of day	All			
Valid days of week	All			
Type and no. of card per restriction				

**Card Identification**  
Each card can be identified with a name or registration number as well as the Company name. Please enter details below if required. If you run out of space please use a separate sheet and attach to the form

Vehicle Registration/ Other ID e.g. W123 XYZ	Card type selected e.g. Silvey card	Security Restriction selected e.g. Restriction 2	Vehicle Registration/ Other ID e.g. W123 XYZ	Card type selected e.g. Silvey card	Security Restriction selected e.g. Restriction 2

I confirm that I am authorized to apply for the above and having read and understood the Terms and Conditions overleaf I/we agree to be bound by them. I also confirm that all the information supplied to Thomas Silvey Ltd in this form is, to the best of my knowledge, true and correct.

Signed ..... Position ..... Date .....

Print Name .....

## TERMS AND CONDITIONS OF FUEL CARD USE

(These Terms & Conditions should be read in conjunction with our standard Terms & Conditions, a copy of which will be sent on the granting of a line of credit. Further copies are available on request.)

The use of any fuel card issued by Thomas Silvey Ltd is governed at all times by the following conditions:

1. In these conditions the "Fuel Card" means any card issued by Thomas Silvey Ltd under the agreement, "Card Holder" shall be the bearer of the card, "Principal" means the person, firm or company in whose name the account is maintained by Thomas Silvey Ltd, the card issuer. "Sites" means those outlets at which the fuel card may be used, "Working Days" means Monday to Fridays from 9.00hrs to 17.00hrs excluding Bank Holidays.
2. The Principal shall request Thomas Silvey Ltd to issue fuel cards for use by the Principal's authorised cardholders. Thomas Silvey Ltd shall be entitled to charge the Principal an annual administration charge, which may be varied from year to year.
3. The Principal shall be responsible for safe delivery of the fuel card to his authorised card holder. The card may only be used: a) by the authorised cardholder to obtain petroleum fuels and lubricants from a site which accepts fuel cards: b) subject to these conditions as current at the time of use, the fuel card remains the property of Thomas Silvey Ltd at all times and shall be returned by the Principal promptly on the request of Thomas Silvey Ltd.
4. The Principal shall be liable to pay for all petroleum fuels and lubricants drawn against the card according to credit terms agreed with Thomas Silvey Ltd which may be revised from time to time.
5. Thomas Silvey Ltd shall provide the Principal with details of drawings and invoices each week or at such other intervals as may be appropriate.
6. If the fuel card is lost or stolen the Principal must immediately notify Thomas Silvey Ltd at such address or telephone number as Thomas Silvey Ltd may specify from time to time. If this notification is given orally it must be confirmed in writing within two working days. Upon receipt of such notification Thomas Silvey Ltd will take all reasonable action to prevent fuel being drawn against the card but the Principal shall remain liable for all drawings for a period of three working days after the date of notification. The card holder shall take all reasonable care and precaution to prevent loss, theft or mutilation of any fuel card. The cardholder shall not disclose the Personal Identification Number of the card to any unauthorised person.
7. Thomas Silvey Ltd may suspend or withdraw the fuel card at its discretion without notice to the Principal. Suspension or withdrawal is without prejudice to the Principal's liability in respect of use of the fuel card prior to suspension or withdrawal.
8. Thomas Silvey Ltd shall not be liable in any way if the fuel card is not honoured by a supplier whether by way of non acceptance, non delivery of fuel or otherwise.
9. Where the Principal consists of two or more parties such expression throughout shall mean and include such two or more parties and each or any of them. All obligations of the part of such principal shall be deemed to be joint and several obligations of such parties.
10. Thomas Silvey Ltd may vary or add to these conditions at any time subject to the requirements of statute, publication of any variation or addition by such means as Thomas Silvey Ltd may select shall constitute effective notice to card holders.