

2016-2017 Fuel Supplier (Supplier) Certification Agreement

Fuel & Utility Office Use Only

Certified _____ Date _____

Decertified _____ Date _____

Company's name – please print clearly _____

Address (please print): _____

Telephone number: _____ Fax number: _____

Federal tax I.D. No.: _____

Email for Primary Company Contact: _____

Fuel suppliers participate voluntarily in the Low Income Home Energy Assistance Program (LIHEAP aka the Fuel Program). Only certified dealers may participate in the Fuel Program. Participation is certified by the Department for Children and Families Office of Fuel & Utility Assistance. Please check all fuel types that you would like to be certified to supply to the Fuel Program recipients.

Supplier's fuel type(s): ___ Oil ___ Propane ___ Kerosene/ULSD ___ Coal
Check All that Apply
 ___ Electricity ___ Natural gas

Direct Deposit to Supplier (see Clause 7 of the Terms and Conditions) **Please Print.**

Bank name: _____

Bank address: _____

Bank transit no.: _____

Supplier's bank account no.: _____ Type of account: _____

To be completed by all oil, propane and kerosene/ULSD fuel suppliers:

For the coming heating season, the Discount off Retail for Cash or Prompt Payment provided by the supplier to customers who are not purchasing fuel with a Fuel Assistance Benefit will be (if no discount, please enter -0-):

Oil Discount off Retail for Cash or Prompt Payment \$ _____ per gallon

Propane Discount off Retail for Cash or Prompt Payment \$ _____ per gallon

Kerosene/ULSD Discount off Retail for Cash or Prompt Payment \$ _____ per gallon

To participate in the Fuel Program, certified fuel suppliers of oil, propane and kerosene/ULSD shall choose one of the following pricing agreement options for each type of fuel supplied: margin over rack pricing (MOR); fixed discount in addition to supplier's regular cash or prompt payment discount (discount off retail or DOR); or summer fuel contract with a capped maximum per gallon price and downside protection (in years when the summer fuel contract option is available).

For all fuel suppliers:

Fuel suppliers must sign this agreement in order to participate in the Fuel Program. This 2016-2017 Certification Agreement replaces all prior agreements.

This Fuel Supplier Certification Agreement will remain in effect until June 30 following the date certified by the Fuel & Utility Office and may be automatically renewed at the sole discretion of the Fuel & Utility Office for up to two terms of one year each ending on June 30.

Fuel suppliers who are certified and wish to decertify from the Fuel Program at any time, or make a once-a-year change between MOR and DOR pricing agreements at any time, including during the winter heating season, must provide the Fuel & Utility Office with 30 days written notice of their intent to decertify from the Fuel Program or make a one-time pricing agreement change. A pdf file or scan of the written notice by email is acceptable. The Fuel & Utility Office will work with decertified fuel suppliers to reconcile all fuel assistance customer accounts.

Fuel suppliers who do not want their certification automatically renewed in future years should also provide the Fuel & Utility Office with written notice. A pdf file or scan of the written notice by email is acceptable.

By signing the Agreement I attest that I am duly authorized to represent and execute this “Fuel Supplier Certification Agreement” on behalf of the company named. In return for receiving payments from the Office of Fuel & Utility Assistance Fuel Program recipients (Title 33 V.S.A. Chapter 26 as amended), I agree to abide by the certification terms and conditions. If I am a fuel supplier of oil, propane or kerosene/ULSD, I also agree to execute a Pricing Agreement for each fuel type supplied and also abide by those terms and conditions.

Signature

Date

Individual’s name – **please print clearly**

INSTRUCTIONS: Make and Keep a Copy for Your Files

Please note, ONLY a pdf file OR a scan of the completed forms sent from the fuel suppliers email account, OR signed originals mailed to the Fuel & Utility Office will be accepted. Faxed forms will not be accepted.

E-Mail Completed Forms to:

ahs.dcfesdfuelmgmt@vermont.gov

Mail Completed Forms to:

**DCF- Economic Services Division
Office of Fuel & Utility Assistance
280 State Drive, HC 1 South
Waterbury, VT 05671-1020**