

23rd September 2013

Dear Wellow Oil Group scheme member,

I am pleased to tell you that as of 23/09/2013 we have 205 members signed up to be part of the "Wellow Oil Group" oil buying scheme with an approximate overall annual oil consumption of 534,450 Litres. Please ask your friends and neighbours to sign up if they have not already done so. The more members there are the greater likely discount on the oil price and the more likely we are to get full tanker deliveries into Wellow and surrounding area.

More members can be added at any time, just let me know.

Now to how the scheme works: -

- I will e-mail (where I have an e-mail contact) each member of the group towards the end of each calendar month to enquire whether you need any oil delivered during the beginning of the following month. However, you can e-mail or telephone me at any time before the end of the third week in each calendar month with details of your oil requirements for the subsequent month. Those members who do not have e-mail addresses, please telephone me with your oil requirements during the third week of each month on 01225 833348 so that it may be included in the group requirement.
- The minimum delivery per group member is 500 litres and the overall group minimum is 2000 litres per delivery.
- Once you have given me your oil requirements I will collate the overall volume required and obtain a quote from a number of oil supply companies and obtain their best quote for the volume required for the next Wellow Oil Group delivery.
- Once the Wellow Oil Group requirements have been submitted to the most competitive oil supply company the order will be processed.
- Wellow Oil Group members will/should be contacted individually by the successful supplier to arrange payment and delivery. (I do not collect payment from our group members)
- You then make the necessary arrangements for payment and the supplier informs you when the Wellow Oil Group order is being scheduled for delivery.
- Your oil tank is then filled and you let me know when you require a further oil delivery in due course.
- It is prudent if you check, certainly initially, with your current preferred oil supplier what they are charging on that day for your specific oil delivery requirement.
- If you would then notify me what your current supplier quotes per litre (including any discounts for payment within 7 days etc.) we will monitor across a range of suppliers to see whether we are being given a competitive price, or otherwise.
- If you are the only member of the Wellow Oil Group that requires oil in any particular month I will let you know as soon as possible so that you can proceed as an individual customer with your preferred supplier. Alternatively, if time allows I will chase the other members of the Wellow group to see if we can encourage others to take some deliveries so that we meet the minimum 2000 litre group requirement.
- Any other thoughts and suggestions are always appreciated.

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