

## MARION GAS SYSTEMS PROPANE POLICY

APPROVAL: Customer, tank location and accessibility must be approved by Marion Gas Systems.

TANK DISTANCE: (500) gallon tanks and smaller must be a minimum of (10') from any building. (1000) Gallon tanks and larger must be a minimum of (20') from building.

INSTALLTION FEE: \$50.00 (No charge for swapping tanks)

Includes (when necessary) set tank and necessary regulators, run up to (20') of copper tubing, equipment check and normal start-up. Additional copper tubing will be \$1.50 per foot installed.

RELOCATING TANKS: Tanks may be relocated at owner's request to a new location that is agreeable to both the owner and Marion Gas System. Owner is responsible for all expenses associated with relocations and a charge of \$2.00 per foot will be accessed.

### ANNUAL TANK LEASE:

Tank Size	Lease Amount
250 gallon	\$40.00
330 gallon	\$40.00
500 gallon	\$40.00
1000 gallon	\$75.00

TANK LEASE PAYMENT: Payment on initial lease must accompany signed lease. Initial lease will be charged for a (500) gallon tank. Customer will be informed that if it is determined later that a (1000) gallon tank is needed, he/she will be billed for the difference. When a leased tank changes ownership, the lease must be paid by the new owner and accompany the signed lease, regardless of whether or not the tank has to be set. There is no charge for setting a tank.

TERMINATING LEASE: When terminating lease, the customer will have the following options:

1. Sell excess gas in tank to Marion Gas Systems. If customer chooses this option, Marion Gas System will pay the customer eighty percent (80%) of the current propane price. To choose this option, customer needs to inform Marion Gas Systems that they wish to terminate the propane tank lease and sell excess propane to Marion Gas Systems. Marion Gas Systems will pump the excess propane, multiply the number of gallons times 80% of billed price to determine amount of refund. For example, if customer had ninety (90) gallons to sell back to Marion Gas Systems and the billed price is \$1.00 per gallon, the customer will be refunded as follows:

$$90 \text{ Gallons} \times (\$1.00 \times 80\%) = \$72.00$$

2. Sell excess gas in tank to a new customer. If customer chooses this option, customer will need to contact Marion Gas Systems and inform us of the date said customer wants Marion Gas Systems to read meter and have new customer to apply for propane service with Marion Gas Systems at said location by the requested meter read date and pay appropriate fees. Marion Gas Systems will read meter on said date and inform customer of number of gallons in propane tank. Marion Gas Systems will not be involved with the pricing agreement between the two parties.

COST OF GAS: Customer will be quoted the price as of the date of the lease agreement. The initial price quote will be honored for a period of thirty (30) days. If the tank cannot be set within the thirty (30) day period due to a backlog of work by Marion Gas System, the price quoted will be honored when the tank is set. If a price decrease occurs during this period, the customer will be billed at the lower price. There will be no "partial" fills during the winter season.

MINIMUM USAGE CHARGE: A minimum usage charge of \$75.00 will be required for customers with no gas deliveries within a twelve (12) month period. This charge will be in addition to the annual tank lease.

METHOD OF DELIVERY: Computerized Route System – Delivery will be made on a keep full basis using a computerized route system based on prior usage and degree-days.

Call In Method- Customers receiving gas deliveries by the "call in" method shall allow sufficient time (three working days after the call is received) for scheduling the tank to be filled.

All unscheduled deliveries and after hour or weekend deliveries will be charged a \$50.00 trip charge along with an additional .25 cents per gallon.

BILLING: For all gas deliveries will be on the 1<sup>st</sup> of every month and will be due by the 15<sup>th</sup>. After fifteen (15) days a 1.5% penalty will be charged on the balance. If payment is not received within thirty (30) days and other arrangements have not been made, service will be disconnected, without further notice, and a \$30.00 reconnect fee will be necessary to continue service. After sixty (60) days if payment is not received for gas deliveries it will be considered that service is no longer required and the tank will be picked up.

Customers purchasing gas who have difficulty making payments as required may apply for budget billing.

BUDGET BILLING: A system established for customers with fixed or low income. Payments may be made monthly throughout the year based on past annual usage. The customer's account will be reconciled and adjusted in August of each year. Excess funds may be refunded or credited to the account at the customer's option. Negative account balances may be paid or adjusted in the payments for the coming year, at the customer's option.

# MARION GAS SYSTEMS PROPANE POLICY CUSTOMER AGREEMENT

PLEASE CHECK THE APPLIANCES PROPANE WILL BE USED FOR:

- WATER HEATER
- DRYER
- RANGE
- FURNACE
- LOGS
- SPACE HEATER
- OTHER (PLEASE SPECIFY)

PLEASE CHECK METHOD OF DELIVERY CHOICE BELOW:

- AUTOMATIC DELIVERY (TANK IS FILLED AUTOMATICALLY WHEN OUR TRUCK IS IN THE AREA).
- CALL IN METHOD (TANK IS FILLED ONLY AT CUSTOMERS REQUEST. MUST ALLOW THREE BUSINESS DAYS AFTER CALL IS RECEIVED FOR DELIVERY).

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CUSTOMER SIGNATURE

\_\_\_\_\_  
DATE