

## Easy Pay - Preauthorization for Variable Withdrawals (EFT-ACH Debits)

I hereby authorize Van Manen Petroleum Group to make withdrawals from time to time from the account identified below (a Bank, Credit Union or any Depository Financial Institution, also known as DFI) and authorize the DFI to charge such withdrawals to my account.

Since these payments may vary in amount, Van Manen Petroleum Group will provide me with an invoice prior to when each payment is due. The invoice will indicate when the withdrawal will be made and for the amount.

From time to time adjusting entries to correct errors will be necessary. I authorize that these adjustments may be made electronically and under the Rules of the Michigan Automated Clearing House Association. This authorization will remain in effect until I provide written notice of termination to Van Manen Petroleum Group. I acknowledge receipt of a completed copy of this authorization.

Your Company State Street Grand Rapids, MI 49534	Date _____ 1234
Pay to the Order of _____ \$ _____	Dollars
Memo _____	
①12345678②0123456789③1234	

Name of DFI (Bank)	Routing & Transit No.	Account No. to Debit
Type of Account: Checking: <input type="checkbox"/>	Savings: <input type="checkbox"/>	
Company Name		
Address	City	State Zip Code
Signature of Authorizing Party	Name of Authorizing Party (please print)	Date
Federal I.D. No./Social Security No.		
Limitations on Purposes for Withdrawal		

**Please Attach Voided Check To This Authorization**

Please check boxes that apply:

Fuel Management System (Pacific Pride)

Van Manen Petroleum Group

Do you prefer to receive your invoices by:

US mail

Fax: Please list the number: \_\_\_\_\_

Email: Please list the recipient name and Email address: \_\_\_\_\_

Would you like your Easy Pay updated material by:

Fax  Email



Join the hundreds of businesses  
already taking advantage of  
*“Easy Pay”*

*Enjoy the many benefits:*

- Guaranteed on-time payment to receive valuable discounts
- Avoid costly finance charges
- Reduce employee time spent on paperwork
- Aids your company in effectively managing cash!
- It's the future for companies who effectively manage their cash

## Frequently asked questions

No fees  
No postage  
No envelopes  
No hassle

Yes discounts  
Yes less paper  
Yes proven to work  
Yes your life just got a little bit easier.

Direct payments make it simple and convenient. Through “Easy Pay,” thousands of customers have eliminated the costs associated with writing checks and paperwork while guaranteeing that they will never miss another discount or due date. Using “Easy Pay,” businesses can reduce their transaction costs and manage cash flow more effectively. When invoices match, payments can be generated automatically, giving you all the advantages of direct payment without the hassles. It is simple to start taking advantage of “Easy Pay”. Complete the attached form on the back and send it in with your next payment along with a voided check from your checking account.

### *Q: When will my payments be drafted?*

**A:** You will receive an invoice by mail, fax or email notifying you of the amount and the date which will be set-up for payment on your discount due date. This way you are guaranteed to always get your discount. If the due date is a weekend or holiday, the payment will be drafted from your account the following business day.

### *Q: What time of the day will my transaction occur?*

**A:** Generally, your bank will process your debit no later than 3:30 p.m. We can make changes and adjustments up until 11:00 a.m. each business day.

### *Q: What if my payment amount is not correct?*

**A:** We have been electronically paying our suppliers’ invoices for many years. Our experience tells us that errors rarely happen. But, if they do, they are easily corrected. Should an error be discovered, we will immediately correct it and notify you. Should you find an error, please contact us and we will correct it immediately – guaranteed!

### *Q: Are there any hidden fees for this payment option?*

**A:** No. This is a service that foremost, is intended to help you. Using “Easy Pay” guarantees you will receive all discounts available to you, eliminate finance charges, and have a lower cost alternative than writing and mailing checks. Yes, it helps us too. It saves us time and money, thus keeping our cost down. In the end, everyone benefits from “Easy Pay”, including you, our customer.

*We are here and available to answer any questions you might have about “Easy Pay”. Call our Accounts Receivable desk at 616-453-6344 and tell them you are interested in finding out more about “Easy Pay”.*

**Call today and start relaxing.**

