

**STATE OF VERMONT  
Fuel Requirements**

**A separate form is requested for each site that needs fuel and for each different fuel**

TOWN: \_\_\_\_\_ Are you a Political Subdivision \_\_\_\_\_

PHYSICAL LOCATION: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_

AGENCY: \_\_\_\_\_

CONTACT TO ARRANGE DELIVERY \_\_\_\_\_ @ \_\_\_\_\_  
(Telephone Number)

E-MAIL ADDRESS: \_\_\_\_\_

FUEL TYPE NEEDED:	_____ Gasoline	_____ #1 Fuel Oil
	_____ Diesel-Clear	_____ #2 Fuel Oil
	_____ Diesel-Off Road	
	_____ Bio-Diesel***	_____ #4 Fuel Oil
	_____ LP Gas	_____ #6 Fuel Oil
	_____ Log Wood	# cords per year _____
	_____ Wood Chips	# tons per year _____
	_____ Wood Pellets	# tons per year _____

\*\*\* Please specify % i.e.: B20/B10/B5

NUMBER OF TANKS (if applicable): \_\_\_\_\_

TANKS ARE LOCATED (if applicable): \_\_\_\_\_ Above Ground \_\_\_\_\_ Underground

TANK SIZE: \_\_\_\_\_ Is this tank the property of the State of Vermont \_\_\_\_\_ Yes \_\_\_\_\_ No

IF NO PLEASE ADVISE WHO OWNS TANK \_\_\_\_\_

IF YES PLEASE PROVIDE PROOF OF OWNERSHIP (LP GAS ONLY) \_\_\_\_\_

ANNUAL USAGE: \_\_\_\_\_ (Estimated)

Would you like this site to be: Will Call \_\_\_\_\_ Automatic Delivery \_\_\_\_\_

MOTOR TRANSPORT DELIVERIES ARE WILL CALL ONLY – NO AUTOMATIC

IS THIS SITE STATE OWNED OR LEASED? \_\_\_\_\_

DO YOU REQUIRE REPAIR/MAINTENANCE FROM AN OUTSIDE VENDOR SOURCE?

\_\_\_\_\_ YES \_\_\_\_\_ NO

INVOICE TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This form was filled out by \_\_\_\_\_ on \_\_\_\_\_  
(Date)

Contact # \_\_\_\_\_ Email Address: \_\_\_\_\_

## **Instructions**

The fuel requirement form is to be used by all State of Vermont Agencies and Departments that require fuel to be purchased. It is very important that all of the requested information is provided on this form.

Once you have completed the form, forward it via fax 802-828-2222, e-mail to: [Trevor.R.Lewis@vermont.gov](mailto:Trevor.R.Lewis@vermont.gov) or snail mail to

Trevor R. Lewis  
Office of Purchasing and Contracting(OPC)  
133 State St., 5th Floor  
Montpelier, VT 05633-8000

Any questions, please feel free to contact me at 802-802-461-6315.