

# FLEET SERVICES

# INVOICE/STATEMENT

SARAH SMITH  
ABC CORP  
123 MAIN ST  
ANYTOWN USA

ACCOUNT NUMBER		CLOSING DATE	
0454-00-234567-3		04/30/2005	
INVOICE NUMBER		NEW BALANCE	
3534358		761.16	
MINIMUM PAYMENT	AMOUNT ENCLOSED	PAYMENT DUE UPON RECEIPT. PAYMENTS RECEIVED AFTER THIS DATE SUBJECT TO LATE FEES.	
761.16		> 05/26/2005	

FLEET FUELING  
PO BOX 6293  
CAROL STEAM, IL 60197-6293

**TO ENSURE PROPER CREDIT, MAIL THIS PORTION WITH YOUR PAYMENT TO THIS ADDRESS**

**Mailed within 5 business days from end of cycle**

**Payment is due within 26 days**

04540019785433000001998615 970401

PLEASE TEAR AT PERFORATION AND ENCLOSE ABOVE PORTION WITH PAYMENT.

ACCOUNT NUMBER	CREDIT LIMIT	CREDIT AVAILABLE	DAYS THIS PERIOD	BILL CLOSING DATE	BILLING DATE	PAYMENT DUE DATE	MINIMUM PAYMENT DUE
0454-00-234567-3	5,000	4,238.84	26	04/30/05	05/01/05	05/26/05	761.16

## FLEET SERVICES INVOICE/STATEMENT

DATE		TRANSACTION DESCRIPTION	CHARGES	PAYMENTS /CREDITS
MONTH	DAY			
04	12	PAYMENT RECEIVED - THANK YOU		685.20-
04	31	RETAIL FUEL PURCHASES	697.41	
04	31	NON-FUEL PURCHASES	2.75	
04	31	MONTHLY CARD CHARGES	24.00	
04	31	CARD REPLACEMENT FEES	12.00	
04	31	OVERNIGHT FEES	25.00	
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Charges are itemized</div>				
<div style="border: 1px dashed black; padding: 10px; width: fit-content; margin: 0 auto;"> <p><b>REMINDER</b></p> <p>PLEASE BE SURE TO INCLUDE REMITTANCE STUB WITH PAYMENT. MAIL TO THE ADDRESS SHOWN IN THE RIGHT PORTION OF THE REMITTANCE STUB ABOVE.</p> </div>				

PURCHASES, RETURNS AND PAYMENTS MADE JUST PRIOR TO BILLING DATE MAY NOT APPEAR UNTIL NEXT MONTHS INVOICE STATEMENT

### SEE REVERSE SIDE FOR IMPORTANT INFORMATION AND TERMS

PREVIOUS BALANCE	(+)LATE FEE	(+)CURRENT PURCHASES	(-)PAYMENTS	(+/-)ADJUSTMENTS	(=)NEW BALANCE
685.20	0.00	761.16	685.20	0.00	761.16

DIRECT PAYMENT TO:

FLEET FUELING  
PO BOX 6293  
CAROL STEAM, IL 60197-6293

The late fee determined by applying a monthly periodic rate of	Which is an ANNUAL PERCENTAGE RATE of	To the balance subject to late fee for this period which is
1.830 %	22.00 %	0.00

PLEASE INCLUDE TOP PORTION WITH YOUR PAYMENT

# FLEET SERVICES

DEPARTMENT: SALES

CLOSING DATE: 04-30-2005

ACCOUNT NO: 0454-00-234567-3

DELIVER TO:  
SARAH SMITH  
ABC CORP  
123 MAIN ST  
ANYTOWN USA

## Exception Report

DRIVER	LOCATION	DATE	TIME	ODOMETER	PRODUCT	GALLONS	COST/ GAL	COST/ TRANS	MPG	CODE*
<b>VEHICLE CARD NO: 0004</b>										
SMITH, J	85 013 771	04-06-05	17:33	108839	SUP	17.410	1.379	24.01	18.7	FT
BERRY, T	90 001 353	04-11-05	09:28	109162	SUP	17.197	1.359	23.37	18.8	FT
CONNOR, S	26 244 001	04-12-05	08:34	9171	UNL	14.561	1.019	14.84		D
<b>TOTAL EXCEPTIONS:</b>	<b>3</b>					----- 49.168		----- 62.22		
<b>VEHICLE CARD NO: 0005</b>										
	<b>CUSTOMER ID: 0483A</b>				<b>VEHICLE DESCRIPTION: 96 DODGE SER VAN</b>					
WEBER, T	83 021 782	04-19-05	17:34	116706	UNL	26.851	1.229	33.00	18.6	C
WEBER, T	88 004 390	04-25-05	11:54	117610	UNL	25.254	1.240	31.32	15.2	C
<b>TOTAL EXCEPTIONS:</b>	<b>2</b>					----- 52.105		----- 64.32		
<b>SALES TOTAL EXCEPTIONS:</b>	<b>5</b>									

Totaled by department

You set the limits to control spending

Your tool to focus on exceptions to your fueling policy

\*CODES: C = Cost per transaction FT = Fuel Type H = Hours P = Price per gallon T = No. of transactions per day  
D = Day G = Gallons Per Transaction MG = Gallons per Month S = State

# FLEET SERVICES

CLOSING DATE: 04-30-2005

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## Exception Summary

PURCHASE EXCEPTIONS									
CODE	DESCRIPTION	NO OF EXCEPTIONS	GALLONS	COST/GALLON	COST OF TRANSACTIONS				
C	Cost per transaction	2	52.11	1.234	64.62				
D	Day	5	90.80	1.228	111.52				
FT	Fuel Type	2	34.61	1.369	47.38				
H	Hours	2	26.54	1.209	32.10				
T	Number of transactions per day	1	47.88	1.106	52.96				
<b>TOTALS</b>		<b>12</b>							

  

TOP 20 MANUAL LOCATIONS									
BRAND	LOCATION	ADDRESS	CITY	STATE	ZIP	# OF TRANSACTIONS	GALLONS	COST OF TRANSACTION	
BRAND X	83 059 350	1202 ROUTE 22	PHILLIPSBURG	NJ	08865	2	31.888	35.51	
BRAND Y	80 688 001	615 WASHINGTON GDNS	WASHINGTON	NJ	07882	2	36.129	38.26	
BRAND Z	26 244 001	ROUTE 202S	RINGOES	NJ	08851	2	30.760	32.58	
BRAND A	88 023 557	SOUTH & LELAND	PLAINFIELD	NJ	07062	3	47.147	49.46	
<b>TOTALS</b>						<b>9</b>	<b>145.924</b>	<b>155.81</b>	

  

VEHICLES NOT FUELING		
VEHICLE CARD NO	CUSTOMER ID	DESCRIPTION
0114	0465A	03 CHEVY F-10 PICKUP
0117	0469A	03 CHEVY BLAZER
<b>TOTAL VEHICLES : 2</b>		

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## Exception Summary

DRIVERS ADDED			DRIVERS TERMINATED		
SMITH, RICHARD D. BROWN, JANE F.			ROBBINS, TED J. JOHNSON, SAM		
TOTAL : 2			TOTAL: 2		
VEHICLES ADDED			VEHICLES TERMINATED		
<u>VEHICLE CARD NO</u>	<u>CUSTOMER ID</u>	<u>VEHICLE DESCRIPTION</u>	<u>VEHICLE CARD NO</u>	<u>CUSTOMER ID</u>	<u>VEHICLE DESCRIPTION</u>
0013	0472A	03 WHITE MINI VAN	0012	0470A	93 WHITE MINI VAN
0021	0457A	03 WHITE MINI VAN	0007	0469A	94 WHITE MINI VAN
0020	0456A	03 WHITE MINI VAN	0001	0465A	93 WHITE MINI VAN
TOTAL: 3			TOTAL: 3		

# FLEET SERVICES

DEPARTMENT: SALES

CLOSING DATE: 04-30-2005

ACCOUNT NO: 0454-00-234567-3

DELIVER TO:  
SARAH SMITH  
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## Vehicle Analysis Report

Monitor miles driven between fill-ups

VEHICLE CARD NO	CUSTOMER ID	VEHICLE DESCRIPTION	PLATE
0004	0467A	03 DODGE SER VAN	NJXM72VL

LOCATION	DATE	TIME	DRIVER	ODOMETER	PRODUCT	GALLONS	COST/GAL	COST/TRANS	COST/MILE	MPG	CODE*
<b>PREVIOUS ODOMETER</b>				107825	<b>Reduce costs by limiting fuel type</b>						
85 013 335	04-02-05	10:45	CONNOR, S	108165	UNL	18.125	1.019	18.47	0.054	18.8	
90 001 353	04-04-05	16:57	CONNOR, S	108514	UNL	18.659	1.079	20.13	0.058	18.7	
85 013 771	04-06-05	17:33	SMITH, J	108839	SUP	17.410	1.379	24.01	0.074	18.7	E
90 001 353	04-11-05	09:28	BERRY, T	109162	SUP	17.197	1.359	23.37	0.073	18.8	E
26 244 001	04-12-05	08:34	CONNOR, S	9171	UNL	14.561	1.019	14.84			E
85 013 771	04-19-05	13:28	CONNOR, S	109772	UNL	18.043	1.079	19.47			
85 013 771	04-25-05	13:18	CONNOR, S	110074	UNL	16.142	1.029	16.61	0.055	18.7	
85 013 771	04-26-05	15:24	CONNOR, S	110384	UNL	16.681	1.019	17.00	0.055	18.6	
<b>TOTAL FUEL</b>				PERIOD	2559	136.818	1.049	153.90	0.060	18.7	
				Y-T-D	4871	267.616	1.099	294.11	0.060	18.2	
<b>NON-FUEL TRANSACTIONS</b>											
85 013 771	04-19-05	13:28	CONNOR, S	109772	MOTOR OIL			2.75			
<b>TOTAL NON-FUEL</b>				PERIOD				2.75			
				Y-T-D				5.25			
<b>TOTAL PURCHASES</b>				PERIOD				156.65			
				Y-T-D				299.36			
*** TO ENSURE MORE ACCURATE MILEAGE REPORTING, VEHICLE MILEAGE STATISTICS ARE NOT CALCULATED WHEN KEY ODOMETER READINGS ARE NOT WITHIN AN ACCEPTABLE RANGE ***											

Track vehicle efficiency at a glance

Identify, by name, who made each purchase

See exact date, time and location of each purchase

Summarize expenses by reporting period and your fiscal year.

Intelligent reporting adjusts calculation for accurate cost per mile information

Exceptions are flagged for quick reference

Easily detect unauthorized purchases, or restrict card to fuel only.

\*CODES: E = Exception Report M = Manual Transaction OM = Onsite Mobile PS = Private Site TS = Terminal Site

# FLEET SERVICES

CLOSING DATE: 04-30-2005

ACCOUNT NO: 0454-00-234567-3

DELIVER TO:  
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## Financial Summary - Current Period

DEPARTMENT	TYPE OF TRANSACTION	PRODUCT	NO. OF TRANS	MILES	GALLONS	COST	AVG COST/ MILE	AVG COST/ GAL	AVG MPG
ADMIN	RETAIL FUEL	UNL	9		172.896	191.68		1.109	
		DSL	7		179.700	225.08		1.253	
	TOTAL FUEL		16	3649	352.596	416.76	0.114	1.182	10.3
	NON-FUEL	MOTOR OIL	3			28.95			
	ANCILLARY	OTHER CARD REPLACEMENT	2 2			9.78 4.00			
<b>DEPT TOTAL</b>			<b>23</b>	<b>3649</b>	<b>352.596</b>	<b>459.49</b>	<b>0.126</b>	<b>1.182</b>	<b>10.3</b>
SALES	RETAIL FUEL	UNL	9		178.593	232.87		1.304	
		DSL	3		64.988	78.51		1.208	
		SUP	1		11.050	15.46		1.399	
	TOTAL FUEL		13	4417	254.631	326.84	.074	1.284	17.3
	ANCILLARY	MOTOR OIL FOOD CARD REPLACEMENT	3 3 1			48.43 12.26 2.00			
<b>DEPT TOTAL</b>			<b>20</b>	<b>4417</b>	<b>254.631</b>	<b>389.53</b>	<b>.088</b>	<b>1.284</b>	<b>17.3</b>
	ANCILLARY	MONTHLY CARD FEES				20.00			
<b>ACCOUNT TOTAL</b>			<b>43</b>	<b>8066</b>	<b>607.227</b>	<b>869.02</b>	<b>.105</b>	<b>1.225</b>	<b>13.3</b>

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ACCOUNT NO: 0454-00-234567-3

DELIVER TO:  
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## Financial Summary - Year to Date

DEPARTMENT	TYPE OF TRANSACTION	PRODUCT	NO. OF TRANS	MILES	GALLONS	COST	AVG COST/ MILE	AVG COST/ GAL	AVG MPG
ADMIN	RETAIL FUEL	UNL	18		345.792	383.36		1.109	
		DSL	14		359.400	450.16		1.253	
	TOTAL FUEL		32	7298	705.192	833.52	0.114	1.182	10.3
	NON-FUEL	MOTOR OIL	6			57.90			
	ANCILLARY	OTHER CARD REPLACEMENT	4 4			19.56 8.00			
<b>DEPT TOTAL</b>			<b>46</b>	<b>7298</b>	<b>705.192</b>	<b>918.98</b>	<b>0.126</b>	<b>1.182</b>	<b>10.3</b>
SALES	RETAIL FUEL	UNL	18		357.186	465.74		1.304	
		DSL	6		129.976	157.02		1.208	
		SUP	2		22.100	30.92		1.399	
	TOTAL FUEL		26	8834	509.262	653.68	.074	1.284	17.3
	ANCILLARY	MOTOR OIL FOOD CARD REPLACEMENT	6 6 2			96.86 24.52 4.00			
<b>DEPT TOTAL</b>			<b>40</b>	<b>8834</b>	<b>509.262</b>	<b>779.06</b>	<b>.088</b>	<b>1.284</b>	<b>17.3</b>
	ANCILLARY	MONTHLY CARD FEES				40.00			
<b>ACCOUNT TOTAL</b>			<b>86</b>	<b>16132</b>	<b>1214.454</b>	<b>1738.04</b>	<b>.105</b>	<b>1.225</b>	<b>13.3</b>

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ACCOUNT NO: 0454-00-234567-3

DELIVER TO:  
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## Financial Summary - Department Totals

DEPARTMENT	CURRENT PERIOD				YEAR TO DATE			
	FUEL	NON-FUEL	ANCILLARY	TOTAL	FUEL	NON-FUEL	ANCILLARY	TOTAL
ADMIN	416.76	38.73	4.00	459.49	833.52	77.46	8.00	918.98
SALES	326.84	60.69	2.00	389.53	653.68	121.68	4.00	779.06
MONTHLY CARD FEES			20.00	20.00			40.00	40.00
<b>ACCOUNT TOTAL</b>	<b>743.60</b>	<b>99.42</b>	<b>26.00</b>	<b>869.02</b>	<b>1487.20</b>	<b>198.84</b>	<b>52.00</b>	<b>1738.04</b>
<b>CARD ACTIVITY</b>	<b>TOTAL</b>	<b>ACTIVE</b>	<b>% ACTIVE</b>					
CURRENT PERIOD	50	45	90.0%					
PREVIOUS PERIOD	50	40	80.0%					

# FLEET SERVICES

CLOSING DATE: 04-30-2005

ACCOUNT NO: 0454-00-234567-3

DELIVER TO:  
SARAH SMITH  
ABC CORP  
123 MAIN ST  
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## Site Summary

LOCATION	BRAND	ADDRESS	CITY	STATE	ZIP CODE	NO. OF TRANS	GALLONS	FUEL PURCHASES	NON-FUEL PURCHASES	TOTAL PURCHASES
83 059 350	BRAND X	1202 ROUTE 22	PHILLIPSBURG	NJ	08865	2	31.888	35.51	0.00	35.51
88 023 557	BRAND X	SOUTH & LELAND	PLAINFIELD	NJ	07062	3	47.147	49.46	0.00	49.46
98 001 073	BRAND X	245 BURTNMILLS RD	PLUCKEMIN	NJ	07978	1	11.949	12.30	66.32	78.62
26 244 001	BRAND X	ROUTE 202S	RINGOES	NJ	08851	2	30.760	32.58	0.00	32.58
90 001 353	BRAND X	200 W. PASSAIC ST	ROCHELLE PARK	NJ	07662	4	67.563	71.55	0.00	71.55
85 017 842	BRAND X	1927 BARTLE AVE	SCOTCH PLAINS	NJ	07076	2	29.900	31.37	0.00	31.37
72 001 014	BRAND X	280 HWY 2020	SOMERVILLE	NJ	08876	3	46.787	49.55	0.00	49.55
20 001 444	BRAND X	900 RT 22 & MERCER S	SOMERVILLE	NJ	08876	2	34.480	36.86	30.35	67.21
88 004 390	BRAND X	MOUNTAIN & SPRNGFLD	SPRINGFIELD	NJ	07081	3	46.271	48.08	0.00	48.08
85 013 771	BRAND X	MORRIS & SALEN AVE	UNION	NJ	07083	7	125.229	133.87	2.75	136.62
97 013 565	BRAND X	672 RINGWOOD AVE	WANAQUE	NJ	07465	1	17.336	18.18	0.00	18.18
30 688 001	BRAND X	615 WASHINGTON GDNS	WASHINGTON	NJ	07882	2	36.129	38.26	0.00	38.26
85 013 335	BRAND X	421 CENTRAL AVE	WESTFIELD	NJ	07090	4	66.808	70.08	0.00	70.08
90 001 377	BRAND X	3548 HWY. 22	WHITEHOUSE	NJ	08888	2	37.604	39.07	0.00	39.07
85 013 919	BRAND X	ROUTE 22W	WHITEHOUSE STATION	NJ	08889	3	56.320	59.08	0.00	59.08
97 006 437	BRAND X	NYSTHRUWAY	MALDEN ON HUDSON	NY	12453	1	15.903	17.80	0.00	17.80
			<b>TOTAL</b>			<b>40</b>	<b>702.075</b>	<b>743.60</b>	<b>99.42</b>	<b>843.02</b>