



Jiffy Lube Fleet Services Application

Corporate Information

Company _____

Billing Address _____

City _____

State _____ Zip/ Postal Code _____

Federal Tax ID # _____

Years in Business _____

Contact Name _____

Title _____

E-mail Address _____

Phone _____ Fax _____

Sales Tax Exempt # _____

No. of Vehicles _____

Bank References

Name _____

Acct. No. _____

Trade References

Name _____

Phone Number _____

Fax Number _____

Name _____

Phone Number _____

Fax Number _____

Authorization for Services (choose one)

- ☐ Drivers can authorize all services.
- ☐ Drivers can authorize extra services up to a total invoice of \$ _____
- ☐ Authorization is required for all extra services.
- ☐ Please call: _____

Oil Usage

- ☐ Please use manufacturers recommended oil at all times.
- ☐ Please use only a specific type of oil. Use only: _____
- ☐ Are synthetics or synthetic blends allowed? ☐ Yes ☐ No

Purchase Orders (choose one)

- ☐ A PO is required at all times. No exceptions.
- ☐ A PO is required only for extra services.
- ☐ A PO is never required
- ☐ Please call for a verbal PO: _____
- ☐ The driver will have the PO

☐ _____

☐ _____

☐ _____

Please list license plate, year, make and models of all eligible fleet vehicles below. Vehicles can also be added or deleted on our website in the Fleet Services section at www.HoffmanCarWash.com
Please feel free to fax or e-mail your own list as well.

or

☐ I plan to enter the information online[illegible]

CORPORATE FLEET AGREEMENT

THIS AGREEMENT by and between Hoffman Development Corporation d/b/a JIFFY LUBE and

"Account" (enter company name) _____

dated _____ day of _____, 20____.

The laws of the state in which services were initially rendered shall govern this agreement. Jiffy Lube is hereby authorized to service the fleet of Account according to the terms provided hereinafter.

- A. Services Provided: In consideration of payment to Hoffman Development Corporation for a Jiffy Lube Signature Service:
- Changing the oil with a top quality motor oil (up to 5 qts) and replacing the oil filter with a top quality filter.
 - Check and fill many of the fluids vital to the safe and efficient operation of your vehicle, such as the transmission/transaxle fluid, and windshield washer fluid.
 - Inspect the air filter, vacuum the interior floor, wash the exterior window, check and set the tires to the proper pres and check the wiper blades.
 - As a courtesy, they will lubricate the chassis, check and fill the power steering fluid, differential fluid and battery water on vehicles requiring those services.
 - Jiffy Lube will review your manufacturer's severe service recommendations, quality inspect your vehicle and provide you with a personally verified written assurance that your vehicle has been serviced in accordance with Jiffy Lube's Certified Signature performance policy.
- B. Products used in the service of your vehicle will meet or exceed manufacturers' specifications. Workmanship shall be performed by trained preventive fluid maintenance specialists.
- C. Statements: Hoffman Development Corporation shall consoli all services for participating centers and send a detailed statement each month to Account. Signed copies of work orders are given to each driver at the time of service, computer generated copies (unsigned) are available upon request. Payment of all invoices is due upon receipt of invoice.
- D. Late Charges: All payments received later than the 30th of the month following the date of billing may be assessed a 2% late charge per month, twenty-four percent (24%) annual, or the highest allowed be the governing state. In the event of a dispute arising under this agreement that results in litigation, the prevailing party shall be entitled to reasonable attorneys' fees and court costs permitted by law.
- E. This Agreement serves as a authorization by the Account for Jiffy Lube to service their fleets and an Agreement by the Account to make timely payment for services provided by Jiffy Lube.

PLEASE REMIT PAYMENTS TO: 1757 Central Avenue, Albany, NY 12205

Authorized Fleet Account Signature:

Signed _____

Print Name _____ Title _____

☐ I understand that by e-mailing this agreement, I agree to all of the terms and conditions listed above.

Fleet Services agreements can also be faxed or mailed.

Fax: 518.869.3574 ATTN: Fleet Services

Mail to: Hoffman Development Corp.
ATTN: Fleet Services
1757 Central Avenue
Albany, NY 12205