

## Account and card charges

The table below shows the range of charges applied to our fuel card accounts. These ad-hoc and recurring charges are applicable to each account and card/s in line with our terms and conditions and are updated from time to time.

Fee Type	Amount	Description	Frequency	Charged
Account service charge	% Fee	Supports the quality and development of the Irish Network, products and services provided to all our valued customers.	Weekly	Per account
Change payment terms	£25.00	Administration charge applies when a customer has a change in payment terms (subjects to credit approval).	Per request	Per account
Copy receipt	£10.00	A charge applied for retrieving a copy receipt from site.	Per transaction	Per transaction
Electronic invoice	Free			
Fleet Control and Insights**	£2.00	Fleet Control and Insights assist businesses with the management of their fuel card spend. It supports the identification of unusual behaviour and provides detailed reporting which can be linked to bespoke alerts on the fuel card account.	Monthly	Per card
Lost/stolen/damaged card replacement	£10.00	Charge applied to protect account from any unlawful usage.	Per request	Per card
Monthly card charge*	£1.50-£3.00*	To cover card manufacturing, distribution, ongoing maintenance and administration costs.	Monthly	Per active card issued

<b>Non-usage fee</b>	£1.00	Inactive card fee applies when no transactions have taken place in a given invoicing period.	Weekly	Per card
<b>Paper invoice</b>	£8.99	Charge applies when a customer requests a hard copy invoice by post.	Per invoice	Per invoice
<b>Product switch fee</b>	£25.00	If the customer decides to change products, before the application has been complete, a product switching fee will be applied.	Per event	Per card
<b>Returned direct debit fee</b>	£20.00 - £100.00	All customers must have a valid bank account and sufficient funds on deposit to cover invoices due. If a Direct Debit is not paid by your bank a charge will be made to cover the associated administration fees. The fee will vary based on the size of the returned payment and will also increase for repeated returns.	Per event	Per event
<b>Site clearance fee</b>	£10.00	In the event that a transaction requires manual clearance at the point of sale due to cardholder error, or the card not being present, then a fee will be applied to cover associated administration costs.	Per event	Per event

<b>Transaction query fee</b>	£10.00	To cover the cost of investigating a valid transaction.	Per transaction	Per transaction
<b>Vehicle check</b>	£2.00	App that supports and collects defect information from vehicle walk around checks.	Monthly	Per registered vehicle, per account

\* Card Dependent For any queries regarding your fuel pricing please refer to your weekly invoice or your account manager.

\*\* Optional All of our prices are subject to any government taxes, duties, levies and charges at the prevailing rate that may apply from time to time.