

**Fill in the form and send it to:**

Skelleftebränslen AB, Metallvägen 9, 931 36 Skellefteå, Sweden.  
We will process your card application as soon as possible. All applications are credit tested.

**Do not forget to sign!**

Customer number (filled in by Skelleftebränslen)

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Company name

Safe number

Company number

Street

Telephone no.

Postal Code

City and Country

Email address

**If a separate invoice address, please enter here:**

Name

Street

Telefon

Postal code

City and Country

E-postadress

**Payment method**

Invoice by email   
  Invoice by letter   
  Samlingsfaktura via e-post   
  Collective invoice by email

Labelling/invoice reference

Desired PIN-code

Card number (filled in by Skelleftebränslen)

Vehicle-Card

Vehicle-Odometer

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I want to receive offers within the Skoogsconcern.

I apply for fuel cards as above and assure that the information provided in the application is correct. I have read the card regulations and approve them.

Date and Place.

Signature. (signatories or other authorized signatory)

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Name clarification

## Card regulations

### RESPONSIBILITY ISSUES

The fuel card is a valuable document and must be stored in a secure manner.

### TERMS OF PAYMENT - NOTIFICATION

- All card applications are credit tested.
- Invoice is currently issued twice a month. The invoice reports all fuel purchases during the period. Readout normally takes place on the 15th and last of each month.
- The invoice is due for payment 20 days after the invoice date unless otherwise agreed with Skelleftebränslen.
- In the event of late payment, interest on arrears from the due date is currently charged at 8% per month on the amount due and a handling fee of 50 SEK.
- Any collection costs are charged in accordance with applicable law.
- By using the credit card for the first time, the current card regulations are approved. When retraining a card, this must be acknowledged by both parties.
- The account holder is liable for payment of all transactions carried out with the fuel card until the card has been blocked.
- In the event that the account holder has overdue invoices or an exceeded credit limit, the fuel cards are blocked immediately.

### THE ACCOUNT HOLDER COMMITS TO:

- Immediately report loss of card to Skelleftebränslen AB, Telephone number 0910-375 77.
- Store the card securely so that the card is not used unauthorized.
- Keep the personal code so that the connection between the personal code and the card is not known.
- Pay for damage to facilities caused by carelessness in connection with refueling and breached obligations where personal codes and cards have fallen into the wrong hands.
- Immediately return the card upon request and be responsible for any costs associated with the withdrawal. The fuel card is property of Skelleftebränslen AB.
- Immediately report a change of name or address to Skelleftebränslen AB.

### PERSONAL DATA PROCESSING

The person responsible for GDPR and personal data is Skoogs Bränsle AB. We store and process personal data that you have provided to us in accordance with applicable law (GDPR). Personal information refers to information that can be attributed to you as a real person.

- Contact information such as name, address, telephone number and e-mail.
- Social security number to be able to make a credit assessment and invoice you as a customer.

The purpose of the registration is for us to be able to deliver a product / service and invoice you as a customer. We support our legal basis for processing your personal data on the grounds that we have a contractual relationship. Your personal data will be handled by personal data assistants in order to be able to fulfill our commitment to you as a customer. For example in business systems, cards systems and order placement. We do this with the utmost respect for your privacy. If you have given your consent, we may also contact you with various offers within Skoogs Bränsle AB. The information you provide to Skoogs Bränsle AB may be used to enable us to fulfill our obligations to you, otherwise provide you with good service and also for marketing purposes, such as newsletters and

other marketing mailings. We may also contact you for various offers within the Skoogs Group (Skelleftebränslen AB, KUST Hotell & Spa i Piteå AB, Restaurang Tage AB and Skoogs Fastigheter AB). If you change your mind and do not want mailings, you of course have the opportunity to notify us of a so-called direct mail block that prevents your information from being used for direct marketing. You can also withdraw your consent at any time to allow us to use the information for marketing purposes through the unsubscribe link contained in each email.

We will never sell your information to third parties. The personal data may form the basis for Skoogs Bränsle AB's market and customer analyzes, business and method development and statistics. However, the information is not stored longer than necessary with regard of the processing. Processing of personal data can also take place by companies we work with, e.g. regarding analysis, distribution and for marketing purposes. By entering your e-mail address, you accept these terms and agree to the processing of personal data described above. We save your data on servers within the EU / EEA with the majority in Sweden. We may transfer personal data to a country outside the EU / EEA if required to engage a third party, but in such a case we will ensure that the transfer is legal and secure by taking other measures.

The information is only stored for as long as it is necessary for us to carry out our obligations or for as long as is required by the Swedish Accounting Act. It is our duty to only process personal data that is correct, relevant and necessary taking into account our legitimate purposes and you have the right to check that this is done.

- You have the right to correct incorrect or incomplete information about yourself.
  - You can request a copy of the information we have about you in our systems.
  - You have the right to request deletion of your personal data in cases where the data is no longer necessary for the purpose for which it was collected.
- If you have questions, concerns or comments about our handling of your personal information, please contact us at +46 910 375 77 or [info@skelleftebranslen.se](mailto:info@skelleftebranslen.se)

You also have the right to submit a complaint to the Data Inspectorate if you believe that we have handled your personal data incorrectly.