

▲ PLEASE ENTER THE YEAR OF THIS REPORT

Part A – Retailer Information

FULL LEGAL NAME OF RETAILER	BUSINESS NAME	PRODUCT BRAND (if applicable)
RETAILER'S ADDRESS (civic/mailing address, city, postal code)		SITE LOCATION – if different (civic address, city, postal code)
CONTACT NAME	CONTACT PHONE	CONTACT EMAIL
SOURCE OF PRODUCT SUPPLY (wholesaler's name)	POINT OF SUPPLY	METHOD OF DELIVERY ☐ Retailer picks up from wholesale terminal ☐ Wholesaler delivers product to retailer's bulk plant ☐ Other (please specify):

Part B – Petroleum Volumes

	Total litres PURCHASED				Total litres SOLD			
	Propane	Gasoline	Diesel	No tax diesel	Propane	Gasoline	Diesel	No tax diesel
Jan								
Feb								
Mar								
Apr								
May								
June								
July								
Aug								
Sept								
Oct								
Nov								
Dec								
Total								

Part C – Scope of business

What is the scope of your business?
☐ Retail ☐ Wholesale and retail

How do you deliver propane to your customers?
☐ Directly from wholesale point of supply
☐ From your bulk plant
☐ Other (please specify):

Number of customers			
Storage infrastructure – Total volume of petroleum products stored at your bulk plant			
Propane	Gasoline	Diesel	Other
Total cost of operating bulk plant in			
Storage infrastructure (capital spending in 000's) – Storage tanks and equipment			
– Vehicles			
– Other (describe)			
Total capital spending			

Part D – Delivery Costs

What were the average variable costs for the delivery of propane (trucking only) from your point of supply to your customers?

	Average cost cents per litre (annual cost / total annual volume)
Product	
Propane	

Part E – Revenues

All revenues are to be reported in total

Revenue Items	Amount
Propane sales	
Other petroleum products sales	
Haulage	
Other products and services (describe)	
Total Revenues	

Part F – Expenses

If no expenses were incurred for an expense category, please enter zero.

Expense Items	Amount
Cost of haulage	
Credit card fees	
Insurance	
Repairs and maintenance expense	
Vehicle fuel and maintenance	
Wages and benefits	
– Management	
– Operations	
All other expenses (describe)	
Total Expenses	

Expenses reported for Propane should be for those services only. If costs of operating other aspects of your business are included, it could bias the results.

Part G – Retailer Declaration

I certify that the information provided on this form is, to the best of my knowledge, correct and complete.

Name of retailer	* Name and title of authorized person	
Date	* Telephone number	Signature of employer or authorized person

* Required information: Please provide the name and telephone number of the authorized person in case the Board needs to verify information.

Information contained in this report will be used to assist the Board in future margin review hearings.

RESET FORM