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## **Points to consider when arranging a wood fuel supply contract Agreement between supplier and customer for wood fuel delivery**

**Suppliers usually deliver chip to a specified size and quality and may charge per load or energy content. Handling, chipping, moisture content, storage and transport need to be considered. Suppliers usually supply prices per cubic metre (solid, loose or stacked).**

### **Fuel:**

From a sustainable resource – felling licences up to date

What type of wood is supplied, the percentage of hardwood/softwood as agreed

Moisture content at agreed percentage, usually 30-35%

How long has the wood been seasoned

Fuel should be free of contaminants such as bark, soil, pollutants, glues, paints, metals etc. (ie if recycling pallets etc.)

Fuel of agreed size as the boiler requires (in the case of wood chip). If log, what size.

### **Client:**

Give ample notice to supplier regarding delivery

Ensure access and storage needs are met

Ensure the boiler and ancillary equipment is well maintained and working efficiently

Give supplier an estimate of how much woodfuel would be used and if there are any peak usage periods

### **Supplier:**

Quality of fuel is met

Type of fuel is as agreed

Delivered in a timely manner within an agreed period of time from placement of order

Agree to supply references to client if requested

If applicable, supply evidence that contracts can be fulfilled and health and safety procedure followed

### **Delivery:**

Prior agreement as to who unloads the fuel and how it is unloaded and stored. Suitable access be left for the supplier with suitable storage facilities available.

### **Contract:**

Shall apply for an agreed period with an agreed notice to quit on both sides. Notice must be supplied in writing.

### **Weekends and Holidays:**

Separate arrangement be made regarding weekend and bank holiday deliveries, acceptable to both parties.

### **Emergency:**

The supplier must make every effort to deliver immediately

### **Prices:**

As arranged between both parties, dependent on quantity, quality and when delivered. Do prices include delivery and handling?

### **Renewal of Contract:**

The incumbent supplier be given the courtesy to quote for new contract at renewal.

### **What if it all goes wrong?**

Both parties agree to ensure good communication.

The terms and conditions of individual suppliers should be adhered to.

The supplier is liable for any damage they may cause when delivering, assuming they are given good access for their delivery and there are suitable storage facilities available.