



To Our Valued Customer:

Alexis Oil Company is pleased to announce that **on June 1st, 2023, we will be transitioning to our company-wide Invoicing and Accounting system, Sage-DM2.** This system is being used by all RelaDyne locations throughout the country, and is specifically designed for handling petroleum products distribution, billing, inventory and purchasing transactions.

There will be subtle changes to our delivery paperwork, invoices, and minor process changes that we desire to make you aware of. Additionally, there will be some positive new features coming soon, such as the ability to place your orders and manage your account online, that you will be able to take advantage of. I can assure you that none of these changes will have an effect on the level of service that our company commits to provide for your company.

The purpose of this letter is to provide you with details of the changes you will see starting with our deliveries in early June 2023. **The following pages contain specific information related to your account with us.** Please review and contact AR.Remittance.NCA@reladyne.com with any questions or concerns.

Information in this document can be accessed online at info.reladyne.com/alexisoil

Thank you for working with us as we implement these very important changes and enhancements to our system. We will do our absolute best to mitigate as many distractions and issues as possible during the changeover.

If you have any other questions or concerns, please contact your sales representative or a branch leader at one of the contact methods below.

We sincerely thank you for your business, and your commitment to RelaDyne!

Trent Horrocks
Regional Vice President
Trent.Horrocks@reladyne.com
Phone: 801-352-4999

Laura Mesrobian
Area Business Manager
Laura.Mesrobian@RelaDyne.com
Phone: 818-419-5638

Important Information

NAME CHANGE:

Alexis Oil Company will be operating as **Nick Barbieri Trucking, LLC**

Please update your system accordingly.

To access the W9 document, visit

info.reladyne.com/alexisoil

NEW REMIT TO ADDRESS:

Nick Barbieri Trucking, LLC

PO Box 511578

Los Angeles, CA 90051-8133

All future payments should be mailed to this address.

ELECTRONIC PAYMENTS:

We offer the option to make payment via ACH/Wire. Should you be interested in using this method of payment, please reference our banking and remittance details below.

Account Name: Nick Barbieri Trucking, LLC

ABA: 123000848

Account Number: 1-539-1199-8372

Swift Code: USBKUS44IMT

Please send Remittance Detail via email to:

AR.Remittance.NCA@reladyne.com

ITEM CODES / DESCRIPTIONS:

All of our products will have new product numbers and product descriptions. The same great products are still offered and available.

DELIVERY TICKETS/INVOICE PROCESS:

Our new system uses a delivery ticket/invoice process similar to what we are using today so you should not see much, if any, difference to our process.

All customers will receive a delivery ticket at the time of delivery. This delivery ticket will list all items and the quantities being delivered. Any adjustments or corrections will be noted on all copies of the delivery ticket, one copy will be left with our customer, and a signed copy will be brought back with our driver.

The next day, our office personnel will make any needed changes, finalize the orders, and create invoices. These **invoices will be sent via your preferred method of delivery (e-mail, fax, mail).**

While this is the standard process in our system, we do have some limited flexibility to accommodate your specific needs. Please contact your assigned sales representative with any concerns.

INVOICE DELIVERY:

Our new system has the capability of sending invoices via email or fax. If you would like to utilize this new feature, please email your information to AR.Remittance.NCA@reladyne.com.

For those of you currently receiving invoices via email you will continue to receive them via this method, but they will come from a different email address.

The new incoming email address for invoices will be: reladyne.accounting.NCA@reladyne.com

Please add this email address to your white list (list of authorized senders) in your email system to make sure it is not blocked or sent to your junk folder.

Sample Delivery Ticket

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DELIVERY TICKET

Order Number: 0027068

Order Date: 05/08/2023
Salesperson: DANIEL J. LEWIS
Cust Serv Rep: JENNIFER BLAKE

RelaDyne
Alexis Oil Company

GLIDER CIRCLE WAREHOUSE
 219 GLIDER CIR
 CORONA, CA 92878
 Phone: (951) 279-9830 Fax: 19512796706

Delivery Date: / /

BOL #: []

Terminal: []

Sold To: 35-0030160 **NEW ACCOUNT NUMBER**

Ship To: 1003 **SHIP-TO ADDRESS**

ATHENS SERVICES
 1000 SALT LAKE AND
 LAURENCE, CA 91706
 (951) 279-9830

ATHENS SERVICES
 1000 SALT LAKE AND
 LAURENCE, CA 91706
 (951) 279-9830

Ordered By: [] **Comment:** SHIP DATE: 5/9/2023

CUSTOMER PURCHASE ORDER

Customer P.O.	Truck	Driver	Terms	Whse	Buyback #
TEST			NET 30 DAYS	U40	

HM Description	Item #	Supplier #	UOM	Ordered	Shipped	BackOrder
DRY GELD-MIXED TRASH CR	210770000000	00000001	CS	1.00		
LESS TRASH MIN VOLUME FEE LB	4.00E LTR FEE		EACH	1.00		
DAVID 555-1212						
DRY GRADING	WORLDWEP		EACH	1.00		

Customer Signature _____ Date _____

Print Customer Name _____

Driver Signature _____ Time In _____ Time Out _____

of Drums Returned _____

EMERGENCY RESPONSE: 1-800-535-5053 (INFO-TRAC)
IN CASE OF FIRE, SPILLS, LEAKS OR ACCIDENT WITH HAZARDOUS MATERIALS DURING DELIVERY.

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INVOICE

RelaDyne
Alexis Oil Company

Invoice Number: 0027055-IN
Invoice Date: 05/03/2023
Invoice Due Date: 05/18/2023
Order Number: 0027055
Order Date: 05/03/2023

RelaDyne ACCOUNT
 Phone: (951) 279-9830
 Email: alexis@reladyne.com

Remit Payment to:
 Alexis Oil
 PO Box 511578
 Los Angeles, CA 90051-8133 **NEW REMIT TO ADDRESS**

We appreciate your business! For any billing questions, please contact us at 707-575-0505 or via email at RelaDyne.Accounting.NCA@reladyne.com
 Payments not received by the due date will be assessed interest at a rate of 1.50% per month.

Ship To: 1010
 DRY GRADING INC
 80 FRAY AND GRAND
 GRAND PASSING #6
 INDUSTRY, CA 90021

Ship To: 1010
 DRY GRADING
 13289 PEYTON DR
 CHINO HILLS, CA 91709

CA SALES - SELLER LICENSE NUMBER: SG 78-020876 **PAYMENT TERMS**

Customer P.O.	Warehouse	Truck	Driver	Terms	Comment
	U40	137237A	61	NET 15 DAYS	

Item Description	Item Number	Supplier#	UOM	Ordered	Shipped	BackOrder	Unit Price	Amount
ULTRALOW RESID CHG	001.42	000	CSL	1,000.00	999.00		2.10000	2,099.25
FEDERAL LUT FEE							0.00000	0.00
FEDERAL CA FEE - 01							0.00000	4.00
CA CLIMATE FEE - 001							0.00070	0.07
Net Total								2,103.32

Customer Signature _____ Date _____

Print Customer Name _____

Driver Signature _____ Time In _____ Time Out _____

of Drums Returned _____

EMERGENCY RESPONSE: 1-800-535-5053 (INFO-TRAC)
IN CASE OF FIRE, SPILLS, LEAKS OR ACCIDENT WITH HAZARDOUS MATERIALS DURING DELIVERY.

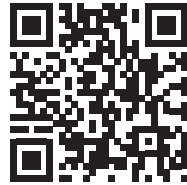
INVOICE TOTALS

Net Invoice:	2,095.87
Fuel Surcharge:	33.45
Handling Fee:	14.95
Insurance Surcharge:	25.05
Sales Tax:	83.16
Invoice Total:	2,252.48

Save Time!
 Go online to manage your account, place orders, access signed delivery tickets, and more!
 Sign up today at my.RelaDyne.com

Save Time & Go Online!
 Pay invoices at reladyne.com/barbiertrucking
 Place Orders, access signed delivery tickets, and more at my.RelaDyne.com

Sample Invoice



**Access this info and more at:
info.reladyne.com/alexisoil**