



Protocol for Ordering Fuel

How To Place Order Contact Customer Service:

- Phone Ordering – Monday through Friday 8:00am – 5:00pm. Call customer service at 804-358-9000. If you receive the voice mail, please hit 0# and ask for someone in customer service.

Toll Free: 1-800-825-5599

Fax: 804-622-1003

- Email Orders - can be emailed in to orders@jpetro.com. You will receive a confirmation email and an email stating when you will receive your delivery.

Pricing Schedule:

- Variable Pricing based on daily rack price.
- Fixed Price – Call for fixed price for future delivery. You can also lock in on a long term fixed price purchase order for 3 months or 12 months. Process an eVA order today!

***See Prices listed in the Contract Summary**

EVA Identification: #E67042

SWAM Certification #649287 – Small Woman Owned Company (VA)

Billing Address: PO Box 7200
Richmond, Virginia 23221

Emergency:

Emergency Number: After 5:00 pm or weekend – 804-393-1150. If no one answers please leave a message and your call will be returned ASAP

Contract Compliance Contact: Tracy Little – Office: 804-358-9000 ext. 312