



Model contract for the supply of wood fuels

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COFOR 



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Purpose of this document

This proposed standard contract provides impartial information that can be used to develop wood fuel supply contracts. Text with a clear background is intended to provide a basis for developing contracts, while contextual and explanatory text has a yellow background.

The text provided is advisory only. Neither COFORD nor its agents have any legal responsibility in relation to the use of the text or its interpretation in any manner whatsoever.

This document has been developed on the request of the Department of Agriculture, Food and the Marine, Dublin, Ireland.

The document may be used wholly or in part as the user sees fit. Reference should be given to the author.

1. Identification of Parties

1.1 Parties

Buyer:

Company name:
Legal address:
Town:
Country:
Telephone and fax number:
Email address:

Seller:

Company name:
Legal address:
Town:
Country:
Telephone and fax number:
Email address:

Represented by:
Title:
Name:
Function:

Represented by:
Title:
Name:
Function:

Hereafter 'the buyer'

Hereafter 'the seller'

The Buyer and Seller are jointly referred to as the Parties

In this part of the contract the main partners are described, typically the person legally in charge of each Party. Where they differ, the daily contact person (See 1.2) should also be included.

1.2 Contact persons

For daily contacts for the delivery and reception of fuel the following persons are nominated:

Buyer:

Name:
Legal address:
Town:
Country:
Telephone number:
Fax number:
E-mail address:
Contact hours:

Buyer:

Name:
Legal address:
Town:
Country:
Telephone number:
Fax number:
E-mail address:
Contact hours:

1.3 Consumer(s)

If the fuel is not delivered to the Buyer, but to a customer of the Buyer, then that entity is called the Consumer. The Consumer name(s) and location(s) and contact person(s) are noted in Annex 3.

2. Description

2.1 General

The Seller agrees to deliver and Buyer agrees to purchase said amount and type of solid biofuel on the terms and conditions as set out in this agreement.

The following terms of delivery are specifications for solid biofuel to be delivered by the Seller to the Buyer. In the description of the biofuel, use will be made of Tables 1 and 2 of EN ISO 17225 Solid Biofuels – Requirements and Classes – Part 1 General.

The fuel shall in all cases comply with the EU Waste Incineration Directive (2000/76/EC) and in particular the quality demands outlined in Clause 2.2 Origin, 2.3 Quantity and 2.4 Quality.

The fuel must also comply to the European Timber Regulation (EUTR), so that the fuel is fully traceable to its origin. Where applicable, the fuel should also be sourced from sustainable sources.

In the EU Waste Incineration Directive a number of substances have been exempted from the list of wastes. For example, bark and sawdust are no longer waste, but a byproduct of sawmilling. Substances that are exempted from the list can be traded as a fuel. Common wood fuels including chips, pellets, briquettes and firewood which have been made from virgin wood materials and are without additives are also excluded from the list of wastes. Fuels comprised of wood that has been used can be exempt if the wood has not been treated with halogenated compounds or with substances containing heavy metals. Demolition timber is considered a hazardous waste material and cannot be traded as a fuel but should be incinerated in a waste incineration plant.

EUTR Regulation (EU) No 995/2010 of the European Parliament and of the Council of 20 October 2010 laying down the obligations of operators who place timber and timber products on the market – also known as the EU Timber Regulation or EUTR counters the trade in illegally harvested timber and timber products through three key obligations:

- It prohibits the placing on the EU market for the first time of illegally harvested timber and products derived from such timber;
- It requires EU traders who place timber products on the EU market for the first time to exercise ‘due diligence’;

Once on the market, the timber and timber products may be sold and/or transformed before they reach the final consumer. To facilitate the traceability of timber products, economic operators in this part of the supply chain (referred to as traders in the regulation) have an obligation to keep records of their suppliers and customers.

The Regulation covers a wide range of timber products listed in its Annex, using EU Customs code nomenclature.

The Regulation entered into application on 3 March 2013.

2.2 Origin

The origin of the biofuel shall be outlined in accordance with Table 1 of EN ISO 17225 *Solid biofuels – Fuel specifications and Classes – part 1: General*, as described in Annex 1 to this document.

Worldwide standard EN ISO 17225 Part 1 has a useful table outlining the origin of the fuel. In four main steps the fuel is defined and described using a four digit code. For example wood chips from whole coniferous trees from the forest might be described as: 1.1.1.2 (woody material, forest and plantation wood, whole trees without roots, coniferous). Additional detail can be added to the code, such as tree species and/or the location from where the wood originated.

2.3 Quantity

The quantity of solid biofuel as stated in Annex 1 is to be delivered by the Seller. The Buyer agrees to purchase the stated amount and type of solid biofuel on the terms and conditions set out.

The quantity of fuel shall be specified on a monthly basis in Annex 3. A delivery plan shall be provided at an agreed frequency by the Buyer to the Seller.

The delivery plan should be made on two levels: first an overall plan month by month and then depending on the actual weather a more detailed plan, for example week by week.

If the contract includes more than one type of solid biofuel from the same Seller, each fuel type and the percent range of each type should be stated in Annex 1.

The units used to describe the quantity of fuel shall be specified in Annex 1, but it is strongly recommended to use the GJ or MWh as the main unit to describe the amount of fuel to be delivered.

The energy content of the fuel is the only unit that truly reflects the amount of fuel delivered, since it takes into account the varying moisture content which is inherent in wood fuels. The energy content is measured and calculated by determining the weight of the fuel and the moisture content.

It is essential that both parties agree in advance on the units in which the fuel is to be transacted. Frequently used units are GJ (or MWh), tonne at a specified moisture content, m³ solid wood, m³ loose volume of chips

2.4 Quality

Solid biofuels may not contain any kind of extraneous particles such as waste, stone, metal, plastics or other foreign bodies, which could cause interruption of operations or would not comply with an environmental licence held by the Buyer or Consumer. Demolition timber is hazardous waste and may not be included in any delivery.

Quality factors include moisture content and particle size

In many cases it can be to advantage to use the quality descriptions as formulated in Standard EN ISO 17225 Parts 2 to 9, where quality classes for the different bio fuels (wood pellets, briquettes, wood chips, firewood and non-woody pellets) are described for smaller boilers (less than 500 kW), but the quality classes can be just as useful for large-scale installations.

On delivery, the Buyer has the right, at the Buyer's own expense, to examine the quality of the solid biofuel delivered by the Seller, including moisture content, particle size distribution and the extent of extraneous particles.

In case of a disagreement between the parties on any measurable parameter of the fuel, sampling shall be carried out by an independent and qualified third party. Determination of the measurable parameter shall be carried out by an independent laboratory. Both the Seller and Buyer are entitled to be present during sampling. All expenses for additional sampling are to be paid for by the Party requesting the additional sampling. See also 10. Arbitration.

In case of disagreement, one should always contact the other party to seek a solution to the problem.

If a Consumer has a problem with the fuel quality, he should contact the Buyer, who then will contact the Seller. For the Seller, the Consumer is not a party to the contract.

The contract should describe the consequences of delivered wood fuel not meeting one or more of the quality criteria set out in the contract. The consequences should be listed for each quality parameter separately in an Annex and may consist of one of the following measures:

- Warning
- Deduction in payment
- Removal of the fuel that does not comply with the quality specification at the expense of the Seller
- Cancellation of the contract.

Whichever measure is proposed it should be stated in the Annex to the contract.

It is important that the penalties for not complying with the quality criteria are outlined and agreed upon before the contract is signed. For example, if the moisture content is some percent point outside the range specified in the contract, a deduction is usually made in the price per energy unit. It is also normal that if the fuel is found to contain waste or demolition timber then that fuel has to be removed by the Seller at his own expense from the premises of the Buyer.

An example: wood chip is delivered at a moisture content of 20%, while the contract states a minimum of 30%. The Buyer cannot calculate the price based on the weight of the actual fuel and assumes a moisture content of 30%, thus getting a premium fuel at a very much discounted price, unless such an eventuality is catered for in the contract.

2.4.1 Moisture content

The moisture content of the solid biofuel shall be within the limits specified in Annex 1.

With 'dry' fuel boilers it is sufficient to specify a maximum moisture content (in many cases 30%), but for 'wet' fuel boilers an under- and upper limit should be specified because the boiler may be damaged if too dry a fuel is used.

Moisture content shall be determined according to the method described in EN ISO 18134

Solid biofuels - Determination of moisture content - Oven dry method - Part 2: Total moisture - Simplified method

The moisture content is usually determined by the Buyer or Consumer on a sample taken as close as possible to delivery.

The moisture content of a sample, which is usually taken by the driver of the transport vehicle, is determined by the Buyer or Consumer.

2.4.2 Particle size distribution

The agreed particle size distribution of the solid biofuel (as described in Annex 1) shall be in accordance with a specified class or classes from EN ISO 17225 Solid biofuels - Fuel specifications and classes- Part 1: General.

The size class of wood chips is given as a P number, for example P16, P31.5, P45 or P63. For small boilers normally P16s or P31.5s is used, for larger boilers P45 or P63.

The size distribution will be determined according to the method described in EN ISO 17827-1:2016 Solid Biofuels – Methods for the determination of particle size distribution – Part 1: Oscillating screen method, using screen apertures of 3.15 mm and above.

It is of course possible to agree to another size distribution than listed in the ISO standards. This should be clearly stated in the annex 1.

2.4.3 Ash

2.4.3.1 Ash content

The maximum ash content of the solid biofuel shall be specified in Annex 1 and shall be in accordance with a specified class or classes from EN ISO 17225 Solid biofuels- Fuel specifications and classes- part 1: General. If the ash content is to be measured, EN ISO 18122 Solid biofuels – Methods for the determination of ash content is to be used.

2.4.3.2 Ash disposal

The Parties may agree that the Seller will receive and dispose of an amount ash per year as stated in Annex 2 until termination of this contract, and at a fee per tonne of ash as described in Annex 2. Where required, the Buyer shall document by means of independent laboratory analysis that the content of Cadmium (Cd), Lead (Pb), Sulphur (S), Chlorine (Cl) and Poly-Aromatic Hydrocarbons (PAH) in the ash arising from combustion of fuel delivered to the Seller do not exceed the limit values according to relevant EU or national regulations. Chemical contents shall be measured according to the relevant EN ISO standards for solid biofuels.

Required tests of other substances other than those referred to in clauses 2.4.3.2 shall be listed in Annex 2. Dispute regarding the results of the chemical analyses shall be settled by testing the solid biofuel at another independent laboratory. All expenses for extra additional testing shall be paid by the Party requesting it.

Wood ash can be a good fertilizer for the application in forestry, environmental regulations permitting. Otherwise, wood ash shall be disposed of in a controlled land-fill. Due to the small amounts of heavy metals in the wood ash, it should not be used as a fertilizer for crops that are meant for human consumption directly or indirectly.

2.5 Sampling

In principle sampling for determining any fuel quality parameter should be carried out according to EN ISO 18135, Solid Biofuels –Sampling- Part 1: Methods for sampling or by using EN ISO 21945 Solid Biofuels-Simplified sampling method for small scale applications. The volume of the sample shall be derived from the standard describing the quality parameter to be checked.

Other sampling procedures can be agreed between parties and can be described in Annex 5. The annex shall describe who will carry out the sampling as well.

The sampling method described in the EN ISO standards is labour intensive, so it can be more efficient and cost effective to agree on a simpler method of taking samples. As an alternative, one can take subsamples systematically around the pile of chips after delivery, taking for example a handful of fuel at 10 equidistant points, and place each one in a bucket or plastic bag. Each handful should be taken entirely below the surface of the pile to avoid any bias. The subsamples shall be thoroughly mixed before the final sample is taken for the analysis. This method is valid for moisture content determination, for size classification a shovel or fork should be used, as a much larger volume of chips is needed.

The EN ISO sampling method should be used in case of disagreement between Seller and Buyer

Sample bags or buckets shall be provided by the Buyer or Consumer at their own expense. In order to maintain transparency, transport vehicles shall not carry empty or full sample buckets or bags even if they do not relate to the actual load.

If the operator of the delivery vehicle carries out the sampling, the Buyer or the Consumer has the right to take a corresponding sample of the same cargo in the presence of the operator of the delivery vehicle using the same method.

A minimum % difference between the two moisture content determinations that will result in a recalculation of price should be stated.

3. Terms of delivery

3.1 General

Where there is more than one consumer, and for delivery purposes, the Buyer will provide the Seller, at a frequency to be agreed, with a list of Consumers, and the required date of delivery and the amount for each Consumer.

The Seller must arrange and co-ordinate delivery of the biofuel with the contact person at the Buyer and/or Consumer.

The amount of fuel delivered by the Seller to the Buyer pursuant to Annex 1 and Annex 3 may vary by $\pm 5\%$ on a monthly basis but shall be invoiced on the actual amount supplied.

If the supply of solid biofuel is discontinued or exceeds this limit the Seller must inform the Buyer immediately in writing and point out the reason and the expected duration of the discontinuation or variation. If the Buyer does not agree he/she may terminate the contract.

The Buyer has the right to reduce the quantity of fuel delivered when the Buyer (or Consumer) is unable to take the agreed amount of solid biofuel at that time due to unforeseen circumstances. See 7. Force Majeure .

3.2 Delivery rights

The onus to deliver solid biofuel according to this contract resides with the Seller and in case of the sale or other change in the nature of his company, the Seller is under an obligation to ensure that the new owner fulfils the signed contract. The new owner has the right to terminate the contract, provided 12 months' notice is given.

3.3 Opening hours and days

The Buyer will inform the Seller of fuel delivery hours at his/her premises and/or at the Consumer(s), see Annex 3 and on which week days the delivery may take place.

Specification of delivery times and frequency as well as delivering to storage connected to a boiler or external storage is covered in Annex 3.

4. Transportation

4.1 General

All personnel responsible for transportation should be informed about the safety regulations and systems in force at the Buyer or Consumer.

The Seller must see to it that deliveries are carried out in accordance with all rules and regulations in force at the time.

The Seller is responsible for obeying any environmental protection regulations during transportation and delivery of the biofuel.

In some cases it is a requirement that vehicles are equipped with vegetable hydraulic oil systems, especially when the vehicle also delivers fuel or materials to a food processing plant. The driver should also clean the vehicle of wood fuel before leaving the place of delivery.

Personnel responsible for delivering biofuel should clean the unloading area of any biofuel spillage before leaving the premises of the Buyer or Consumer.

4.2 Transportation by truck

In general, the Seller will be responsible for fuel transportation by truck to the Buyer or Consumer.

Weighing of fuel for payment purposes is normally by weighbridge at the Buyer's or Consumer's premises or another agreed location as specified in Annex 4. All weighbridges used for fuel transaction purposes shall be verified and inspected regularly by an independent organisation.

If the Buyer or Consumer has a delivery point with an identification terminal, the truck will be normally registered using an identity card and a digital code.

Before the truck leaves the delivery point the driver will receive a weigh slip regarding the delivered load. The weigh slip shall contain the following information:

- Name and contact details of the Seller
- Date and time of delivery
- Gross (laden), tare (unladen) and net (load) weight of the truck
- Haulage contractor/truck (if different from the Seller)

Specific items regarding access roads and specifications of trucks should be provided as laid out in Annex 4.

4.3 Transportation by ship

Transportation by ship can be arranged either by the Seller or Buyer. When the Seller covers all freight costs up to the port of delivery the fuel is sold CIF (Cost, Insurance and Freight). When the Buyer arranges ship transportation the costs are normally settled as FOB (Free On Board). Specifications for the ports at Seller and Buyer ends of the supply chain are to be set out in Annex 4.

Annex 4 also includes a description of the measuring units (tonne, m³ solid over bark (ob) or under bark (ub) volume, m³ stacked volume, m³ loose volume, other units)

Measurements can be carried by several entities. A commonly used system is to use an independent and qualified measurement company. In all cases the measurement method should be agreed between Parties and/or measurement company prior to unloading, and as described in Annex 4.

Determinations by an independent measurement company are usually binding on the Seller and Buyer. All measurements are carried out in the port of unloading.

Costs of independent measurement are normally paid by the Buyer.

Harbour duties and import taxes are normally paid by the Buyer.

If shipment is not by a self-discharging vessel, discharge is done by mobile crane or other harbour installation. If not otherwise agreed and stated in Annex 4, all expenses for unloading are to be paid by Buyer.

4.4 Transportation by train

Transportation by train can be arranged either by the Seller or Buyer. Specifications for the goods station(s) are listed in Annex 4.

4.5 Other transportation

Transportation other than as outlined previously should be agreed on prior to the signing of this contract. The type and means of transportation shall be stated in Annex 4.

5. Terms of payment

5.1 Settling of price

Normally, within 10 days of the end of each month of delivery the Buyer provides the Seller with a statement for each delivery location, showing date, vehicle identification, net weight, moisture content and the net calorific value in GJ of each load of fuel supplied by the Seller during the previous month.

The traded energy value of the fuel can be calculated by using the following formula:

$$H_{nv} = H_n - (Z \times M)$$

where:

- H_{nv} is the net calorific value of wet biomass (GJ per tonne total weight as received)
- H_n is the net calorific value of dry biomass (GJ per tonne dry weight), fuel specific
- Z is the latent heat of evaporation of water at 25°C (GJ per tonne), fuel specific
- M is moisture content in percentage of total weight.

The result of this calculation is multiplied by an agreed price per GJ.

Example of calculation of delivered-in fuel price for softwood forest chips, based on a Danish method that has been used since 1980 and is simple and easy to use in practice, the only numbers to be measured are the weight of the fuel (weighbridge) and the moisture content (determined by the plant based on a sample taken by the operator of the delivery vehicle).

Energy price: €6.50/GJ
Weight of load: 15 tonnes
Moisture content of chips: 55%
 H_n : 19.2 GJ/tonne
 Z : 0.2164
 H_{nv} : $19.2 - (0.2164 \times 55) = 7.30$ GJ/tonne

Energy content: 15 tonnes x 7.30 GJ/tonne = 109.50 GJ

Price of the load = €6.50/GJ x 109.50 GJ = €711.75

5.2 Time of payment

Payment for solid biofuel delivered by the Seller shall be within a period specified in the contract by the Buyer (normally 21 days). The sum payable by the Buyer shall be determined pursuant to Clauses 5.1 and Annex 1.

For shipping and other forms of extended transport other time periods can be specified.

5.3 Bank details of seller

Bank registration no. and SWIFT code:
Bank account no. and IBAN code:
Name of bank:
Address of bank:

6. Renegotiation of contract

Provision should be made to enable mutually acceptable changes to be made in the contract in the event of unforeseen circumstances.

In some cases the circumstances that were valid at the time of signing the contract may change drastically. Examples are: The price of fuel for the chipping operation may change considerably, wage levels may rise unexpectedly, the buyer may enter into a much larger heat supply contract. In such cases it is warranted to renegotiate the contract.

7. Force Majeure

Neither party should be liable for breaches to the contract if an event occurs which can be characterised as force majeure. This means events beyond the reasonable control of the party affected thereby. It usually includes: war, fire, strike or lockout, unusual natural phenomena, instances of discontinuation or delay of delivery due to public order, serious defect or breakdown of machinery for production of solid biofuels and serious defect or breakdown of any vital part of the Buyer's power plant including the installation for handling of solid biofuels. As force majeure the Buyer can also consider reductions in the sale of heat, which makes it difficult or impossible for the Buyer to receive or burn solid biofuel.

If the Seller or Buyer has entered into other contracts with other parties regarding delivery of solid biofuels he must reduce all his contracted amounts equally in case he is affected by force majeure.

The party wishing to claim relief by reason of force majeure shall notify the other party in writing without delay. Such notification shall include information on the expected impact and duration of the force majeure event.

8. Terms and termination

8.1 Duration of contract

The agreement normally enters into force on the date of signature and continues for a specified period (see para 12).

It is customary to include a paragraph describing what notice should be given by either party if they want to end the contract. Usually the contract is agreed for a one year period with an automatic prolongation if no notice is given within a specified period before the end of the contract.

8.2 Annual price setting

On prolongation of the contract, the price and quantity is usually agreed prior to the month the contract re-entering into force.

The financial terms of the contract, especially the price of the fuel, but also the deliverable amount is usually stated on an annual basis, in the month prior to the commencement of the new delivery season. During this process the operation of the contract in the year leading up to renewal is normally discussed and the price and amount of the next year's deliveries are agreed.

If the circumstances dictate it, either Party can request a renegotiation at any time of the year. This request has to be made in writing, stating the reasons for the request. The renegotiation should take place within one month of the request being made.

8.3 Termination

Either party shall be entitled to terminate the contract by written notice to the other if:

- (i) the other Party is in breach of any provision of the contract and, if a breach is capable of remedy, fails to remedy that breach within 30 days (or another prior-agreed time period) of notice requesting to do so,
- (ii) one of the Parties becomes insolvent.

8.4 Compensation

Apart from damage due to breach of provisions of the contract, neither the Seller nor Buyer shall be entitled to compensation, damages or any amount for any reason other than as stated in the contract.

9. Notices

Any notices or requests required to be given under the contract shall be in writing.

10. Arbitration

Any dispute, controversy or claim arising out of or in connection with the contract or the breach, termination or invalidity thereof shall be settled by an agreed procedure which may involve professional arbitration.

In the case of arbitration, usually each party appoints one person as an arbitor. These two persons appoint a third person as arbitor. The conclusion of the three arbitors is binding to all parties.

11. Jurisdiction

In case of a disagreement that cannot be resolved by mutual agreement, the case will be heard at a court in the country of the Buyer.

12. Signatures

Contract to be signed in duplicate, with a copy retained by each party.

Date

Place

Seller Signature and name in writing

Buyer Signature and name in writing

Witness, Signature and name in writing

Witness, Signature and name in writing

13. Glossary

CIF	cost, insurance and freight included in price
FOB	free on board, costs paid by the Seller, up to transportation and loading of the ship
GJ	GigaJoule
Moisture content	Moisture content in percent of total weight
MWh	Mega Watt hour
Net calorific value	is determined by subtracting the heat of vaporization of the water from the higher heating value. This treats any H ₂ O formed as a vapor. The energy required to vaporize the water therefore is not realized as heat.
EN ISO	European Norm based on ISO worldwide standard
t	tonne
TDM	Total dry matter

14. References

Directive 2000/76/EC of the European Parliament and of the Council of 4 December 2000 on the incineration of waste. Official Journal L 332, 28/12/2000 P. 0091 - 0111

EN ISO 17225 Solid biofuels- Fuel specifications and classes- part 1: General

EN ISO 18134 Solid biofuels – Methods for the determination of moisture content – Oven dry method – Part 2: Total moisture – Simplified procedure

EN ISO 18135 Solid Biofuels – Sampling

EN ISO 21945 Solid biofuels – Simplified sampling method for small scale applications

EN ISO 18122 Solid biofuels – Methods for the determination of ash content.

EN ISO 17827 Solid biofuels - Determination of particle size distribution for uncompressed fuels - Part 1: Oscillating screen method using sieves with apertures of 3,15 mm and above

EUTR Regulation (EU) No 995/2010 of the European Parliament and of the Council of 20 October 2010

Annex 1 Specification of solid biofuel

The standard fuel specification can be based on classes from EN ISO 17225 *Solid biofuels- Fuel specifications and classes- part1: General*, Tables 1-14. The main characteristics have been included in the tables beneath; some or all of these can be included in the contract or additional characteristics can also be included.

Fuel 1:

Characteristics*	Specification
Origin	
Trade name	
Amount of fuel, t/period*	
Percent of total fuel supply, %	
Unit of measurement	
Basic price per unit of measurement	
Net calorific value, GJ/TDM **	
Moisture content, % (range) ***	
Moisture content, % (annual average)	
Dimensions of units of solid biofuel, mm **** or P class for wood chips	
Maximum ash content % of dry weight	

Fuel 2:

Characteristics*	Specification
Origin	
Trade name	
Amount of fuel, t/period*	
Percent of total fuel supply, %	
Unit of measurement	
Basic price per unit of measurement	
Net calorific value, GJ/TDM **	
Moisture content, % (range) ***	
Moisture content, % (annual average)	
Dimensions of units of solid biofuel, mm **** or P class for wood chips	
Maximum ash content % of dry weight	

* The amount of fuel should be delivered as set out in Annex 3.

** Net Calorific Value is only one of several methods which can be used for specification. If other specifications are used the basic price will change according to specification method.

*** The range will be subject to negotiations for each individual type of biofuel. As an example the usual moisture content range for forest chips is 30-55% of the total weight, with an annual average of $45 \pm 3\%$.

**** For example, for wood chips the P-class, for wood pellets the diameter and length, for straw bales the length, width and height.

Annex 2 Ash disposal

The Seller can agree to dispose of ash on behalf of the Buyer in a legally acceptable manner

Characteristics*	Specification
Ash content of dry matter %	
Content of cadmium (Cd), upper limit, ppm	
Content of lead (Pb), upper limit, ppm	
Content of Sulphur, upper limit, ppm	
Content of Chlorine, upper limit, ppm	
Content of Poly-Aromatic Hydrocarbons (PAH), upper limit, ppm	
Agreed amount for disposal by Seller t/year	
Agreed price per/t, as received	
Any additional tests to be performed	

*Chemical characteristics normally required only where material is being land spread in quantity.

Date

Place

Seller Signature and name in writing

Annex 3 Consumer address(es) and amounts over time

Consumer 1 (add more pages if more consumers)

Address						
Town						
Country						
Telephone						
Contact person						
Opening hours						
Agreed other terms including details of delivery						
	Type of fuel					
Month						Total
	Mass of fuel (t)					
January						
February						
March						
April						
May						
June						
July						
August						
September						
October						
November						
December						
Total						

Annex 4 Transportation

Transportation by truck
Max. gross weight (t):
Height of truck cm:
Length of truck cm:
Width of truck cm:
Fuel measurement unit*
Fuel measurement method**
Description of access road, place of weighing and any other agreed characteristics to be included:

*For example: tonne, m³ solid, m³ stacked, m³ loose volume

** Who measures, when and how

Maritime transportation		
	Port of loading	Port of unloading
Minimum water depth, m		
Max. vessel size BRT		
Max. length, m		
Max. beam, m		
Measurement unit*		
Measurement method**		
Unloading: self-discharging/mobile crane/other harbour installation		
Description of harbour and any other agreed characteristics to be included:		

*For example: tonne, m³ solid, m³ stacked, m³ loose volume

**For example: draught survey, volume measurement

Rail transportation

Measuring unit: *

Measuring method:**

Description of goods station, place of weighing and any other agreed characteristics to be included:
--

*For example: ton, m³ solid, m³ stacked, m³ loose volume

* Who measures and how

Annex 5 Sampling method and sampler

Sampling method:

Sampling to be carried out by whom: