

Receipt of Fuel

(Attach BOL and CofA to this document and keep at FBO)

Verify Fuel matches Fuel Order: Jet A with FSII (Pre-Treated) / Jet A / Avgas 100 LL		
Bonding Cable Connected		Internal Valves of Trailer Open
Shipping Documents		
Fuel System Icing Inhibitor (FSII) - Paperwork Calculation for Jet A with FSII $\frac{\text{FSII Gallons}}{\text{Jet A Gross Gallons}} \times 100 = \text{FSII Concentration}$		Minimum = 0.10 Target = 0.125 Maximum = 0.15
Verify Correct Quantity of Fuel (Record Gross Gallons)		
Confirm Dedicated Trailer		Certificate of Analysis (CofA) Date
Bill of Lading (BOL) Number		Bill of Lading (BOL) Date
Fuel Farm		
What Tank is the Fuel Going In		Gauge Tank and Record Volume
Sump Receiving Tank to 1A Rating		Sump Filter Vessel to 1A Rating
Transport Trailer		
Flush Transport Truck Pump (If Used to Off-Load Fuel from Trailer)		
Check Condition of Off-Loading Hose		
Allow Fuel to Settle for at least 10 Minutes - Sump Transport Truck to 1A Rating		
Verify API Gravity of Fuel on Transport Trailer		
Prior to accepting the fuel load, verify the Corrected API Gravity is within +/- 1 degree of the API Gravity reported on the Bill of Lading. Do Not Accept Fuel if Outside this Range and Contact Your Fuel Supplier	Observed API Gravity	
	Observed Temperature	
	Corrected API Gravity	
	API Gravity (Bill of Lading)	
	Difference (Within +/- 1 Degree)	
Verify Fuel System Icing Inhibitor (FSII) Concentration with B2 Test Kit		
FSII Concentration Test w/ B2 - Recommended (Contact your Fuel Supplier for Sampling Point)		Minimum = 0.10 Target = 0.125 Maximum = 0.15
Prepare for Receipt - Set Valves in Correct Postion for Receiving Fuel		
Verify Connection of Off-Loading Hose is attached to the Correct Tank		
During Fuel Transfer - Check for Leaks in System		
Monitor and Record Filter Differential Pressure (DP) Reading		
After Receipt of Fuel		
Disconnect Off-Loading Hose		Disconnect Bonding Cable
Gauge Tank and Record Volume of Fuel Received is Correct		
Allow Storage Tanks to Settle before Sumping and Dispensing Fuel* (Minimum Settle Time: Jet A: 1 hour per foot / Avgas 100 LL: 15 minutes per foot) * (Floating Suction in Storage Tanks - You can follow ATA 103 Guidelines)		
Sump Receiving Tank to 1A Rating		Sump Filter Vessel to 1A Rating
Employee Receiving Fuel Signature:		
Date:		Time: