
In summary the group works as follows: -

- Community Impact Bucks maintains a central database of group members' names, addresses, contact details and delivery information such as location of the oil tank.
- As new members join the group, Community Impact Bucks will let your co-ordinator know by e-mail, so that they have a regularly updated list of paid-up members. The co-ordinator will be in touch with all new members to explain how they go about placing their orders.
- For new members to be eligible to place an order in the same month they join the group, they are required to submit their application form and pay their membership fee before the 'ordering deadline date', which is usually the first working day of the month.
- Each month, your co-ordinator will contact all local members on the list, by email where possible, to ask them whether they want to order oil and how much oil they want.
- For those who are not on e-mail, the co-ordinator will telephone to ask if they want to place an order.
- By the ordering deadline date the co-ordinator will collate all requests for oil and send it to the Community Impact Bucks negotiator, AF-Affinity.
- The deadline for submission of the co-ordinator's oil order is 5pm on the ordering date but they may set an earlier deadline to allow them to complete and return the order.
- For those group members without a co-ordinator AF-Affinity will contact you direct each month to ask if you want to order.
- Once Affinity have obtained the best possible price from across a range of suppliers, they will contact members direct to let them know:-
 - who the chosen supplier is
 - what price the oil will be
 - The approximate delivery date

For more information:

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