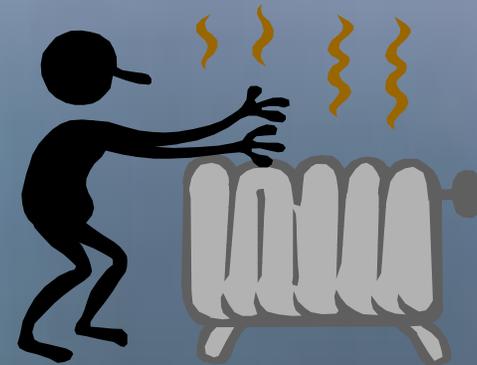




**Courtesy of the Airman & Family  
Readiness Center and GK VAT Office  
A&FRC Open Monday - Thursday 0800-1600  
Friday 0800-1400  
02451-63-3791  
DSN 458-6015  
Geilenkirchen NATO Air Base, Germany**



# **GUIDE FOR BUYING HEATING OIL/HEIZÖL IN GERMANY**



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## **Value Added Tax (VAT) Forms:**

***You can buy oil tax free using any one of the following offices:***

### **The Geilenkirchen US VAT Office**

**(US VAT Forms –Only for use in Germany)**

Open Monday to Friday 0900 - 1200, 1230 - 1500

02451-63-2258

Building 87, Room 21 (same bldg as Finance)

- △ Purchase a VAT form (\$4) from the U.S. VAT office. They are valid for two years from purchase.
- △ Call around for the best tax free price per liter
- △ Order the oil and pay the driver or oil company directly with a completed U.S. VAT AE Form 215-6B as follows:
  - △ Block 4: Enter Euro amount paid with out tax
  - △ Blocks 7-8 or 10-11: Sign and date as appropriate
  - △ Block 12: Description - Oil
  - △ Block 13: Vendor's signature and company stamp
- △ The entire 2 page Abwicklungsschein form is given to the company. They complete it and file it for their taxes. You do not need a copy.
- △ Who gets what?
- △ AE FORM 215-6B:
  - White copy (original) - YOU MUST RETURN IT to the U.S. VAT Office to close out your tax file
  - Pink copy - Keep for your records
  - Yellow copy - Give to vendor with the entire Abwicklungsschein
- △ Note: Sale revenues support U.S.MWR activities, ie American Day, Winter Woods Walk, Tops in Blue

**Brennstoffe Woltery 02163-81127**

Haupt str. 41, Neiderkruchten

- △ Some English spoken
- △ Both the US VAT form and the NATO VAT form are accepted

**Brennstoffe Karis 02131-65629**

Kreuzstr. 47, Kaarst

- △ Some English spoken
- △ Both the US VAT form and the NATO VAT form are accepted

**D. J. Nacken 02451-7051**

Turmstr. 1, Geilenkirchen

- △ Some English spoken
- △ Both the US VAT form and the NATO VAT form are accepted

**Heitzer 02452-960600**

An der Eiche 17-19, Heinsberg-Dremmen

- △ Some English spoken
- △ Both the US VAT form and the NATO VAT form are accepted

△

## Oil Company Listing:

This is merely a list, not an endorsement, of local oil companies. Check the local yellow pages under “Heizöl” for more listings. Some companies sell at a per liter price only, others sell per liter plus a delivery charge. You will have to do the Math to figure out the best deal for you.

**DEA Fred Pfenning 02401-91990**

**Wilhelm-Röntgen Strasse 1, Baesweiler**

- Δ English spoken
- Δ Both the U.S. VAT form and the NATO VAT form are accepted

**Franz Lehnen 02451-41048**

**Heerleener Strasse 196, Scherpenseel**

- Δ English is limited
- Δ Both the US VAT form and the NATO VAT form are accepted

**Bischoff Esso 02451-68001**

**Berliner Ring 15-17, Geilenkirchen**

- Δ English spoken
- Δ Both the US VAT form and the NATO VAT form are accepted

**Florack Gebr Heizol 02452-7101**

**Industreistr. 5, Heinsberg**

- Δ English spoken
- Δ Both the US VAT form and the NATO VAT form are accepted

## **The Geilenkirchen NATO VAT Office (NATO VAT)**

**Open Monday to Friday 0900 to 1130**

**02451-63-4916**

**02451-69-096 (fax)**

**Building 80**

- Δ Have the oil company fax your estimate to the NATO VAT office.
- Δ Pay for the oil and processing fee (€5.00 - € 12.50) at the NATO VAT office.
- Δ The NATO VAT office will give you a receipt with a processing number that the oil company will need before a delivery time can be scheduled.
- Δ Take this form back to the oil company or give it to the driver, whichever the company wants.

## **Schinnen VAT Office**

**(US VAT Forms - Only for use in Germany)**

**Open Monday through Friday, 0830 to 1630**

**0031-46-443-7178**

**Building #46 (DCA building)**

- Δ Purchase the form (\$4) from the Schinnen VAT Office
- Δ SAME PROCESS AS THE GEILENKIRCHEN US VAT OFFICE EXCEPT IT ***MUST BE RETURNED TO THE SCHINNEN VAT OFFICE.***
- Δ You can also mail it through the US Postal system free of charge — you will find the address on the form.

***VAT offices have their own rules, procedures, and fees; ask them what these are so you can decide which office is best for you!***

## Oil Buying Tips:



- △ It is a good idea to call around to see which oil company has the best price; ask for the tax free price.
- △ **Make sure they accept either the U.S. or NATO VAT form that you intend to use.**
- △ The price will vary depending on the amount you intend to buy and the price they quote will be per liter. Some also have delivery fees.
- △ Usually the price is cheaper in the summer.
- △ For group oil buys, there may will be a slight price drop after 10,000 liters.
- △ For group oil buys, after 20,000 liters the price will usually remain the same.
- △ Retain a copy of your VAT paperwork for at least one year. Oil companies have been known to need a copy of the paperwork with your signature on it saying that you have received the oil. The German government often takes time to process the paperwork.

## Process For Buying Oil With a Group:

You can get together with other Component members to buy oil in a group. Ask the oil companies if they will give a cheaper price for a large quantity of oil for several households; also ask how they will handle the paperwork and payment.

*You cannot buy with your German non-Component member neighbors since they are not entitled to purchase oil tax free.*

- △ **Gather a list of people who live within close proximity (about a 10 mile radius).**
  - ⇒ You will need their name, home and duty phone, how much oil they need, and their home (German) address.
- △ **Call local oil companies to find the cheapest price.**
  - ⇒ Ask if they will do a group oil buy for people in only one village or spread out over many villages.
  - ⇒ Ask for the tax free price and remember the price may vary depending on the amount that you intend to buy.
  - ⇒ Ask them if they accept either the U.S. or NATO VAT form you intend to use.
- △ **Each individual must follow the VAT process. You cannot use 1 VAT form for more than 1 person. This is illegal.**
- △ **Set up the delivery date and times with the oil company and with the people in your group.**
- △ **The oil company will need a list including names and types of VAT forms for each member of the group.**