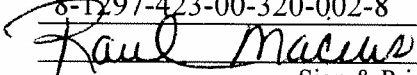


COMDATA FUEL CARD REQUEST FORM

Purpose: This form will be used by Hidalgo County Purchasing Department to request a fuel card for County business use only. The Requestor must be authorized to sign for the billing account number provided by the department.

Add Vehicle Card
 Add Driver Pin
 Delete Cancel Card
 Delete/Cancel Driver

| | | | |
|--------------------------------|---|------------------|---|
| Department: | Hidalgo County CSCD | | |
| Billing Address: | P O BOX 970 Edinburg, Texas 78540 | | |
| Fuel Card Manager: | Noelia Ramirez and Diana G Solis | | |
| | This person can not have use of the fuel card | | |
| Phone Number: | (956) 587-6142 and (956) 587-6008 | | |
| County Email: | ad009@hidalgococscd.com / ad004@hidalgococscd.com | | |
| Web user Name: | Adult Probation | Password: | |
| Hidalgo Co Acct Number: | 8-1297-423-00-320-002-8 | | |
| Requested By: |  RAUL MACIAS, ASST DIRECTOR | | Sign & Print Elected/Official Supervisor/Director |

On behalf of my department, I hereby request fuel cards for the following department vehicles. I understand that there will be one fuel card per requested vehicle. I understand that each card is to be used for the purpose of obtaining fuel for the designated Hidalgo County vehicle for which the card is issued.

| | |
|---|--|
| <i>For Purchasing Department Use Only</i> | |
| Approved by Commissioners Court On: | _____ |
| Reviewed by Fuel Card Administrator: | _____ |
| Cards Received by Dept on: _____ | Date Returned/Cancelled: _____ |
| Fuel Cards Received by Department: _____ | Sign & Print Authorized Elected Official/Supervisor/Director |

| Vehicle Plate No | Vehicle Description | VIN Number | Purchasing Dept Only Card Number |
|------------------|-----------------------|-------------------|-------------------------------------|
| 761-532 | 1999 Van 15 Passenger | 1FBSS31L9XHB35796 | |
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
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BY 10:14 J

Driver ID/Pin List

List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

| | First Name | Last Name | Employee I.D. Number | DBM Use Only verification | Purchasing Dept Use Only Date of Signed Fuel Policy & training |
|----|------------|-----------|----------------------|---|--|
| 1 | JONATHAN | TREJO | 104075 |  | 06-06-08 |
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