COMDATA FUEL CARD REQUEST FORM

4/22/09

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.

[x] Add Vehicle Card [ ] Add Driver Pin [ ] Delete/Cancel Card [ ] Delete/Cancel Driver

Department: TAX OFFICE

Billing Address: 2804 S BUS HWY 281 EDINBURG, TEXAS 78539

Requestor Name: MARY GARCIA

Phone Number: 956-289-7472

County email: mary.garcia@taxoffice.co.hidalgo.tx.us

Web user Name: MARYG **Password:**

Hidalgo County Account Number: 9-1100-415-15-140-001-0-626

APPROVED BY: _____

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 solely for the purpose of obtaining fuelfor the designated Hidalgo County vehicle for which the card is issued.

Vehicle Plate No	Vehicle Description	VIN Number	Purchasing Dept Only
1062060	2009 FORD RANGER	1FTYR10DX9PA35120	

APR 22 2009