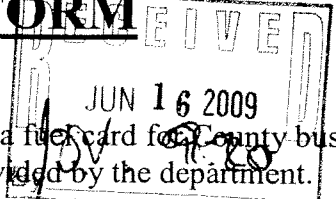


# FUEL CREDIT CARD REQUEST FORM



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

<b>Department:</b>	Emergency Services - Fire Marshal's Office		
<b>Billing Address:</b>	2814 South Business Hwy 281, Edinburg, TX 78539		
<b>Fuel Card Manager:</b>	Yolanda Orozco		
<b>Phone Number:</b>	956/318-2656	This person can not have use of the fuel card yolanda.oro@co.hidalgo.tx.us <i>County Email</i>	
<b>Web user Name:</b>	yolanda.orozco	<b>Password:</b>	yorozco
<b>Hidalgo Co Acct Number:</b>	9-1100-422-10-300-001-0-626		
<b>Requested By:</b>	Juan Martinez, Chief Deputy Fire Marshal		<i>JM</i>
	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.

*For Purchasing Department Use Only*

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 (N/A = Non-vehicle)	Description (Vehicle or Non-vehicle Equip.)	VIN Number (N/A = Non-vehicle)	Purchasing Dept. Use Only Card Number
	Generator # 1 and Generator #2		

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.

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy
See Attachment of Users				

**Hidalgo County Fire Marshal List of  
Condata Fuel Cards User Names**

<b>Employees</b>	<b>ID Number</b>
Juan Martinez	138126
Javier Garcia	138223
Marco Romero	138142
Wesley Bradley	138088
A.A. Tony Pena, Jr.	009377
Mario Betancourt	148652
Rolando J. Benavides	165204
Belinda Alvarez	147915
Brenda Garza	154059
Martin Carrasco	152595
Rigo Villarreal	152617
Raul Lozano	069434
Roxanne De La Garza	132519