

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

Department:	ADULT PROBATION		
Billing Address:	P O BOX 970 EDINBURG TEXAS 78540		
Fuel Card Manager:	DIANA G SOLIS		
	<small>This person can not have use of the fuel card</small>		
Phone Number:	956-587-6008	County Email:	ad004@hidalgococscd.com
Web user Name:		Password:	
Hidalgo Co Acct Number:	0-1297-423-00-320-002-9-626		
Requested By:	Arnold K Patrick, Director	<i>[Signature]</i>	
	<small>Sign & Print Elected/Official Supervisor/Director</small>		

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: _____	<small>Sign & Print Authorized Elected Official/Supervisor/Director</small>

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.

Arnold K Patrick	<i>[Signature]</i>	8/13/1965	176664	