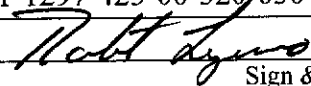


# COMMERCIAL ACCOUNT REQUEST FORM

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

<b>Department:</b>	Hidalgo County Adult Probation-CCF	
<b>Commercial Acct Requested:</b>	Home Depot	
<b>Billing Address:</b>	1000 North M Road, Edinburg, Texas	
<b>Number of Cards (if applicable)</b>		
<b>Commercial Acct Manager:</b>	Mary Lou Antone	
	This person can not have use of the account	
<b>Phone Number:</b>	956-381-733	<b>County Email:</b> <u>MaryLou.Antone@hidalgococsd.com</u>
<b>Hidalgo Co Acct Number:</b>	1-1297-423-00-320-030-1-xxx	
<b>Requested By:</b>	 Robert Lizcano - Director	
	Sign & Print Elected/Official Supervisor/Director	
On behalf of my department, I hereby request the commercial account for the following department. I understand that the account is to be used for the purpose of obtaining county related items for the designated Hidalgo County department for which the account is issued.		

*For Purchasing Department Use Only*

Approved by Commissioners Court On:	_____	
Reviewed by Commercial Account Administrator:	_____	
Account Received by Dept on:	Date Returned/Cancelled:	_____
Account Received by Department:	_____	
	Sign & Print Authorized Elected Official/Supervisor/Director	

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Commercial Acct Policy
Robert Lizcano	9/19/1970	072583		
Ricardo Nieto	8/6/1965	022101		
Juan Castillo	3/7/1983	139262		