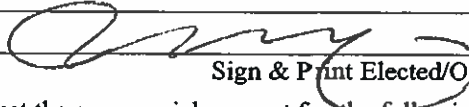


# COMMERCIAL ACCOUNT REQUEST FORM

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>	<u>Hidalgo County Fire Marshals Office</u>	
<b>Commercial Acct Requested:</b>	<u>Home Depot</u>	
<b>Billing Address:</b>	<u>1615 S. Closter Ste. H</u>	
<b>Number of Cards (if applicable)</b>	<u>1</u>	
<b>Commercial Acct Manager:</b>	<u>Valanda Orozco</u>	
	This person can not have use of the account	
<b>Phone Number:</b>	<u>(956) 318-2656</u>	<b>County Email:</b> <u>juan.martinez@co.hidalgo.tx</u>
<b>Hidalgo Co Acct Number:</b>		
<b>Requested By:</b>	 <u>Juan Martinez</u>	
	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*

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

RECEIVED ON/AROUND 1/12/11  
Dulh SJ

User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Commercial Acct Policy
Juan Martinez	10/27/76	138126		