

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:	Hidalgo County Constable Pat-1		
Billing Address:	1902 Soe Stephens Dr. Ste 303, Weslaco TX 78596		
Fuel Card Manager:	JUAN M. HERNANDEZ		
Phone Number:	447-3775	County Email:	jo.cano@co.hidalgo.tx.us
Web user Name:		Password:	
Hidalgo Co Acct Number:	3-1100-431-00-291-001-0		
Requested By:	Jaime T. Cano <i>[Signature]</i> Chief Deputy		
Original Signature is required	This person can not have use of the fuel card		
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:	Agenda Item No. # 36073
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 <small>(N/A = Non-vehicle)</small>	Description <small>(Vehicle or Non-vehicle Equip.)</small>	VIN Number <small>(N/A = Non-vehicle)</small>	Asset Number <small>(N/A = Non-vehicle)</small>	Purchasing Dept. Use Only Card Number
104-1559	08, Ford Crown V.	2FAFP71V58X1554327	48257	
104-1598	08, Ford Crown V.	2FAFP71U78A154328	48256	
106-1970	09, Ford Quad P150	1PTRW12W09KA27780	48258	

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 <small>(6 digits)</small>	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy
Daniel Manichalar	01-31-66	078387	<i>[Signature]</i>	
D'Dmar Galvan	12-16-78	121978	<i>[Signature]</i>	
Abimael Garcia	12-2-72	188735	<i>[Signature]</i>	