


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:	Elections		
Billing Address:	101 South 10 th Ave., Edinburg, TX 78539		
Fuel Card Manager:	Belinda Sagredo		
	This person can not have use of the fuel card		
Phone Number:	956-318-2570	County Email:	belinda.sagredo@co.hidalgo.tx.us
Web user Name:		Password:	
Hidalgo Co Acct Number:			
Requested By:	 / Yvonne Ramon 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.			

<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:	_____
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

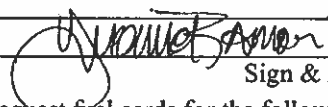
List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving 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
Maria Diaz	10-31-68	069957		
Alejandro Lopez	11-6-80	90409		
Kristian Salazar	10-9-86	191019		
Josue Martinez	9-16-86	187917		
Luis Escobar	3-11-87	189537		
Adam Luna	7-3-88	161454		

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User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy
Veronica Lopez	9-25-83	157716		
Luis Diaz	9-18-83	161683		
Javier Blanco	5-25-84	173444		
Jose Longoria	9-30-	188395		