

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:	Facilities Management		
Billing Address:	P.O.Box 1356, Edinburg, Texas 78539		
Fuel Card Manager:	Nelda Flores-Rios, Administrative Asst. II (N) {This person can not have use of the fuel card}		
Phone Number:	956-289-7850/7854	County Email:	nelda.rios@co.hidalgo.tx.us
Web user Name:	N/A	Password:	N/A
Hidalgo Co Acct Number:	9-1100-419-40-220-001-0-626		
Requested By:	Daniel Flores, Building Maintenance Manager [Signature] 10/4/19		
Original Signature is required:	* {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:	<u>Agenda Item No. #</u>
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)	Asset Number (N/A = Non-vehicle)	<i>Purchasing Dept. Use Only</i> Card Number
*Add Vehicle List Below:				
1413305	2019 Chevy Exp Van	1GCWGAFG2K1268741		
1413306	2019 Chevy Exp Van	1GCWGAFG5K1270516		

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	<i>Purchasing Dept. Use Only</i> Training Date & Signed Fuel Policy
*Delete Driver List Below:				
N/A				

Form F.1.1 Revised: Attach separate list if additional users are required

Facilities
VAN Unit # 2376WS

TITLE APPLICATION RECEIPT

COUNTY: HIDALGO TAC NAME: PABLO (PAUL) VILLARREAL JR.
 PLATE NO: 1413306 DATE: 08/21/2019 EFFECTIVE DATE: 08/20/2019
 DOCUMENT NO: 10830543696114026 TIME: 11:40AM EXPIRATION DATE: 7/2020
 EMPLOYEE ID: EROBLED TRANSACTION ID: 10830543696114026

RENEWAL RECIPIENT NAME AND ADDRESS OWNER NAME AND ADDRESS
 HIDALGO COUNTY ENTERPRISE FM TRUST
 9315 OLIVE BLVD 9315 OLIVE BLVD
 ST LOUIS, MO 63132 ST LOUIS, MO 63132

VEHICLE LOCATION ADDRESS REGISTRATION CLASS: EXEMPT-NOT FOR TITLE ONLY
 100 E CANO STREET PLATE TYPE: EXEMPT DOUBLE PLT
 EDINBURG, TX 78539 ORGANIZATION:
 STICKER TYPE: WS

VEHICLE IDENTIFICATION NO: 1GCVGAFG5K1270516 VEHICLE CLASSIFICATION: TRK<=1
 YR/MAKE: 2019/CHEV MODEL: EXP BODY STYLE: VN UNIT NO:
 EMPTY WT: 5400 CARRYING CAPACITY: 1000 GROSS WT: 6400 TRAILER TYPE:
 BODY VEHICLE IDENTIFICATION NO: TVL TRLR L/W/SQFT: 0'0"
 PREV OWNER NAME: GUNN CHEVROLET PREV CITY/STATE: SELMA, TX

INVENTORY ITEM(S)	YR		
EXEMPT DOUBLE PLT			
WINDSHIELD STICKER	2020	FEES ASSESSED	
		SALES TAX FEE	\$ 0.00
VEHICLE RECORD NOTATIONS		BUYERS TAG	\$ 5.00
ACTUAL MILEAGE		EXEMPT REGISTRATION	\$ 0.00
EXEMPT		INSPECTION FEE-1YR	\$ 7.50
PAPER TITLE		TOTAL	\$ 12.50
MAJOR COLOR: WHITE		METHOD OF PAYMENT AND PAYMENT AMOUNT:	
		CHECK #026688	\$ 12.50
		TOTAL AMOUNT PAID	\$ 12.50

ODMETER READING: 15 BRAND: A
 OWNERSHIP EVIDENCE: MANUFACTURER'S CERT. OF ORIGIN SALES TAX CATEGORY: EXEMPT
 LIEN

Date of Assignment/Sales Tax Date:	07/17/2019	
Sales Price	\$	0.00
Less Trade In Allowance	\$	0.00
Taxable Amount	\$	0.00
Sales Tax Paid	\$	0.00
Less Other State Tax Paid	\$	0.00
Tax Penalty	\$	0.00
TOTAL TAX PAID	\$	0.00

Batch No: 3054369601 Batch Count: 9

RECEIVED

OCT 04 2019

Facilities Management

PLEASE CHECK RECEIPTS IMMEDIATELY. THE RECEIPTS WILL BE CONSIDERED CORRECT IF NOT REPORTED WITHIN 24 HOURS TO THE TAX ASSessor.

RCV'D DEPT BDGT & MGMT
 SEP 6 '19 AM 11:45

THIS RECEIPT IS YOUR PROOF OF APPLICATION FOR CERTIFICATE OF TITLE AND REGISTRATION. THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.

Facilities Unit # 119 2376RB
 VKN

TITLE APPLICATION RECEIPT

COUNTY: HIDALGO TAC NAME: PABLO (PAUL) VILLARREAL JR.
 DATE: 08/21/2019 EFFECTIVE DATE: 08/20/2019
 TIME: 11:30AM EXPIRATION DATE: 7/2020
 DOCUMENT NO: 10830543696113011 EMPLOYEE ID: EROBLED TRANSACTION ID: 10830543696113011

RENEWAL RECIPIENT NAME AND ADDRESS
 HIDALGO COUNTY
 9315 OLIVE BLVD
 ST LOUIS, MO 63132

OWNER NAME AND ADDRESS
 ENTERPRISE FM TRUST
 9315 OLIVE BLVD
 ST LOUIS, MO 63132

VEHICLE LOCATION ADDRESS
 100 E CANO STREET
 EDINBURG, TX 78539

REGISTRATION CLASS: EXEMPT-NOT FOR TITLE ONLY
 PLATE TYPE: EXEMPT DOUBLE PLT
 ORGANIZATION:
 STICKER TYPE: WS

VEHICLE IDENTIFICATION NO: 1GCVGAFG2K1268741 VEHICLE CLASSIFICATION: TRK<=1
 YR/MAKE: 2019/CHEV MODEL: EXP BODY STYLE: VN UNIT NO:
 EMPTY WT: 5400 CARRYING CAPACITY: 1000 GROSS WT: 6400 TRAILER TYPE:
 BODY VEHICLE IDENTIFICATION NO: TVL TRLR L/W/SQFT: 0'0"
 PREV OWNER NAME: GUNN CHEVROLET PREV CITY/STATE: SELMA, TX

INVENTORY ITEM(S) YR
 EXEMPT DOUBLE PLT 2020
 WINDSHIELD STICKER

FEE ASSESSED		
SALES TAX FEE	\$	0.00
BUYERS TAG		5.00
EXEMPT REGISTRATION		0.00
INSPECTION FEE-1YR		7.50
TOTAL	\$	12.50

VEHICLE RECORD NOTATIONS
 ACTUAL MILEAGE
 EXEMPT
 PAPER TITLE
 MAJOR COLOR: WHITE

METHOD OF PAYMENT AND PAYMENT AMOUNT:
 CHECK #026687 \$ 12.50
 TOTAL AMOUNT PAID \$ 12.50

ODOMETER READING: 15 BRAND: A
 OWNERSHIP EVIDENCE: MANUFACTURER'S CERT. OF ORIGIN
 1ST LIEN

SALES TAX CATEGORY: EXEMPT

Date of Assignment/Sales Tax Date: 07/11/2019	
Sales Price	0.00
Less Trade In Allowance	0.00
Taxable Amount	0.00
Sales Tax Paid	0.00
Less Other State Tax Paid	0.00
Tax Penalty	0.00
TOTAL TAX PAID	\$ 0.00

Batch No: 3054369601 Batch Count: 8

RECEIVED
 OCT 04 2019
 Facilities Management

PLEASE CHECK RECEIPTS IMMEDIATELY. THE RECEIPTS WILL BE CONSIDERED CORRECT IF NOT REPORTED WITHIN 24 HOURS TO THE

RCVD DEPT BDGT & MGMT
 SEP 6 '19 AM 11:46

THIS RECEIPT IS YOUR PROOF OF APPLICATION FOR CERTIFICATE OF TITLE AND REGISTRATION. THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.