

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 Health & Human Services		
Billing Address:	1304 S. 25 th Ave		
Fuel Card Manager:	Eduardo Olivarez		
	This person can not have use of the fuel card		
Phone Number:	(956)383-6221		
Web user Name:		Password:	
Hidalgo Co Acct Number:	2-1100-441-00-340-001-0-626		
Requested By:	Eduardo Olivarez		

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:	Agenda Item No. # _____
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)	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
Marisol Cruz	09/29/1977	249742		
Lori Gonzalez	08/31/1994	249750		
Gloria Calderon	11/04/1987	249726		

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 Delete/Cancel Driver

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Requested By:	Eduardo Olivarez		

This person can not have use of the fuel card

Original Signature is required

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Sandra P Paiz	07/09/1988	251747		
Jackie Villarreal	05/29/1988	251780		
Brandy A Martinez	05/17/1997	251771		

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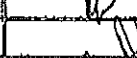

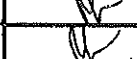

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User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Po
Jason Hernandez	05/16/78	237094		
Ricardo Garza	06/03/97	253219		
Cynthia Madrigal	08/06/80	144096		
Illse N Leal	06/25/87	240109		
Samantha Morales	05/27/96	251127		
Leah Ann Monita	03/23/93	251895		

Javier Marco Luigi	06/30/92	252255		
Kristina Lozano	12/03/89	162965		
Zaida Monique Gonzalez	06/19/98	252050		
Michelle Hernandez	01/18/00	249793		
Blanca De Ochoa Sanchez	07/17/61	249777		
Francis Ines Cisneros	12/18/96	253090		
Alexander Ajayi	05/17/60	251550		
Juan R Torres	02/03/71	134376		
Rolando Rocha	12/21/97	249823		
Miguel Isaac Pena	02/04/95	252069		
Priscilla Zavala	11/06/84	252727		
Jessica A. Lozano	01/24/88	251607		

Form F.I.I Revised:

Attach separate list if additional users are required/