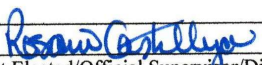


Add Vehicle Card    
  Add Driver Pin    
  Delete/ Cancel Card    
  Delete/Cancel Driver

<b>Department:</b>	Hidalgo County Adult Probation
<b>Billing Address:</b>	P.O. Box 970 Edinburg, Texas 78540
<b>Fuel Card Manager:</b>	Rosario Castilleja <small>This person can not have use of the fuel card</small>
<b>Phone Number:</b>	956.587.6009 county email:Rosario.castilleja@hidalgocountycscd.org
<b>Web user Name:</b>	<b>Password:</b>
<b>Hidalgo Co Acct Number:</b>	X-1297-423-51-320-002-X-626, X-1297-423-51-320-020-1-626, X-1289-423-00-320-034-1-626
<b>Requested By:</b>	Rosario Castilleja 
<b>Original Signature is required</b>	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

*For Purchasing Department Use Only*

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
156-7734	2023 Ford Escape	1FMCU0FN5PUA08095	AA85594	

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