



Card Listing Report
Report Date: 07/16/2024

Card Listing Report
Report Date: 07/16/2024
Total Records for Report: 1

Account Number	Account Name	Card ID	Card Status	Card Status Date	Card Tie To	
869309740	HIDALGO COUNTY-PLANNING DEPT	500614	CANCELLED	6/6/2024	3113	

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:	PLANNING DEPT		
Billing Address:	2818 S. BUSINESS HIGHWAY 281, EDINBURG, TX 78539		
Fuel Card Manager:	IRMA CELIA CASTILLO		
	This person can not have use of the fuel card		
Phone Number:	(956)318-2840		
Web user Name:		Password:	
Hidalgo Co Acct Number:	4-1100-419-10-210-001-0-626		
Requested By:	6/5/2024		
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. #AI-96163 CC:08062024
Reviewed by Fuel Card Administrator:	Yvonne C. Peña 6/06/24
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>	<i>Purchasing Dept. Use Only</i> Card Number
4986D93 (Temp)	2024 Chevy Slvrdo, NEW UNIT 88	2GCUAED8R1131248	LE3113	500614

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>	<i>DBM Use Only</i> License Verification	<i>Purchasing Dept. Use Only</i> Training Date & Signed Fuel Policy



Vehicle Listing Report
Report Date 06/24/2024

Vehicle Listing Report
Report Date 06/24/2024
Total Records for Report: 1

Account Number	Account Name	Vehicle ID	Vehicle Status Description	Vehicle Status Date	License Number	License State	VIN	Vehicle Description
869309740	HIDALGO COUNTY-Planning Dept	003113	ACTIVE	6/6/2024	158-4038	TX	2GCUDAED8R1131248	24 CHEVY SILVER

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Add Vehicle Card
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Department:	PLANNING DEPT		
Billing Address:	2818 S. BUSINESS HIGHWAY 281, EDINBURG, TX 78539		
Fuel Card Manager:	IRMA CELIA CASTILLO		
	This person can not have use of the fuel card		
Phone Number:	(956)318-2840		
Web user Name:		Password:	
Hidalgo Co Acct Number:	4-1100-419-10-210-001-0-626		6/5/2024
Requested By:	X _____ Sign & Print Elected/Official Supervisor/Director		
Original Signature is required 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. #AI-96163 CC:08062024
Reviewed by Fuel Card Administrator:	Yvonne C. Perez 6/10/24
Cards Received by Dept on:	6/07/24 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
158-4038	2024 Chevy Slvrdo, NEW UNIT 88	2GCUAED8R1131248	LE3113	006203

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