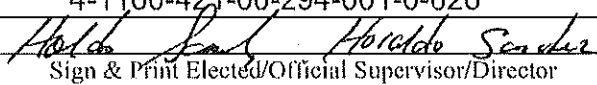



# FUEL CREDIT CARD REQUEST FORM

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

<b>Department:</b>	Constable Pct. 4		
<b>Billing Address:</b>	1212 S. 25th Avenue, Suite B Edinburg, Texas 78542		
<b>Fuel Card Manager:</b>	Andrea Sanchez		
	This person can not have use of the fuel card		
<b>Phone Number:</b>	956.383.8560 Ext: 4313	<b>County Email:</b> andrea.sanchez@co.hidalgo.tx.us	
<b>Web user Name:</b>	<b>Password:</b>		
<b>Hidalgo Co Acct Number:</b>	4-1100-421-00-294-001-0-626		
<b>Requested By:</b>	 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. #
Reviewed by Fuel Card Administrator:	 9/23/24
Cards Received by Dept on:	9/20/24      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)	Purchasing Dept. Use Only Card Number
1596530	2023 Ford Explorer	1FM5K8ABXPGC00234	87246 ✓	600060
1596532	2024 Dodge Durango	1C4SDJFT4RC198386	86791 ✓	600061
1596531	2024 Dodge Durango	1C4SDJFT2RC198385	86790	600062

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

# VOYAGER

Vehicle Listing Report  
Report Date 09/17/2024

## Vehicle Listing Report

Report Date 09/19/2024

Total Records for Report: 3

Account Number	Account Name	Vehicle ID	Vehicle Status Description	Vehicle Status Date	License Number	License State	VIN	Vehicle Description
869320218	HIDALGO CONSTABLE PCT 4	086790	ACTIVE	09/03/2024	159-6531	TX	1C4SDJFT2RC198385	24 DODGE DURANGO
869320218	HIDALGO CONSTABLE PCT 4	086791	ACTIVE	09/03/2024	159-6532	TX	1C4SDJFT4RC198386	24 DODGE DURANGO
869320218	HIDALGO CONSTABLE PCT 4	087246	ACTIVE	09/03/2024	159-6530	TX	1FM5K8ABXPCC00234	23 FORD EXPLORE