

# 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>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>NW 9/23/24</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager II <i>Russell Solis</i>		
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:	<i>Yvonne C. Pena 9/25/24</i>
Cards Received by Dept on:	<i>9/27/24</i> Date Returned/Cancelled:
Fuel Cards Received by Department:	Sign & Print Authorized Elected Official/Supervisor/Director

*Temporary*	Vehicle Plate No	Description <i>(Vehicle or Non-vehicle Equip.)</i>	VIN Number <i>(N/A = Non-vehicle)</i>	Asset Number <i>(N/A = Non-vehicle)</i>	Purchasing Dept. Use Only Card Number
	6384S32	2024 Ford Transit-250 Cargo Van	1FTBR1C84RKB00979	LE3136	<i>600108</i>
	6384L87	2024 Ford Transit-250 Cargo Van	1FTBR1C80RKB01773	LE3137	<i>600109</i>
	6384G13	2024 Ford Transit-250 Cargo Van	<del>1FTBR1C87RKA57514</del>	LE3138	<i>600110</i>
	6384H86	2024 Ford Transit-250 Cargo Van	1FTBR1C86RKA53874	LE3142	<i>600111</i>
	6384K51	2024 Ford Transit-250 Cargo Van	1FTBR1C8XRKA44692	LE3143	<i>600112</i>
	6384G84	2024 Ford Transit-250 Cargo Van	1FTBR1C8XRKA64764	LE3145	<i>600113</i>
	6384E29	2024 Ford Transit-250 Cargo Van	1FTBR1C86RKA25458	LE3146	<i>600114</i>

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 <i>(6 digits)</i>	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy

# 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.

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

<b>Department:</b>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>9/27/24</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager II <i>Russell Solis</i>		
Original Signature is required	Sign & Print Elected/Official Supervisor/Director <i>Russell Solis</i>		
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:	<i>Yvonne C. Peña 9/27/24</i>
Cards Received by Dept on:	Date Returned/Cancelled:
Fuel Cards Received by Department:	Sign & Print Authorized Elected Official/Supervisor/Director

*Temporary*	Vehicle Plate No	Description <i>(Vehicle or Non-vehicle Equip.)</i>	VIN Number <i>(N/A = Non-vehicle)</i>	Asset Number <i>(N/A = Non-vehicle)</i>	Purchasing Dept. Use Only  Card Number
	6384P44	2024 Ford Transit-250 Cargo Van	1FTBR1C83RKB01136	LE3133	<i>600115</i>
	6384K42	2024 Ford Transit-250 Cargo Van	1FTBR1C80RKA51487	LE3134	<i>600116</i>
	6384P59	2024 Ford Transit-250 Cargo Van	1FTBR1C87RKB01186	LE3135	<i>600117</i>
	6384S11	2024 Ford Transit-250 Cargo Van	1FTBR1C87RKB01284	LE3139	<i>600118</i>
	6384L96	2024 Ford Transit-250 Cargo Van	1FTBR1C81RKB20607	LE3140	<i>600119</i>
	6384R35	2024 Ford Transit-250 Cargo Van	1FTBR1C87RKA54905	LE3141	<i>600120</i>
	6384N56	2024 Ford Transit-250 Cargo Van	1FTBR1C86RKA74028	LE3144	<i>600121</i>

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 <i>(6 digits)</i>	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy

# 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>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>NFR</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7850	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager <i>Russell Solis</i>		
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:	<i>Yvonne C. Peña 9/09/24</i>
Cards Received by Dept on:	<i>9/11/2024</i> 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
6224550	2024 Ford Transit-150 Cargo Van, LE 3131	1F7TYE1Y85RKA92907	LE3131	<i>600107</i>
*Temporary Plates				
<i>*Unit # 150</i>				

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

# 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>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>NFR</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7850	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager <i>[Signature]</i>		
<b>Original Signature is required</b>	Sign & Print Elected/Official Supervisor/Director <i>[Signature]</i>		

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:	Yvonne C. Peña 9/09/24		
Cards Received by Dept on:		Date Returned/Cancelled:	9/10/24
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
142-0244	2019 Ford Transit Connect	NMOIS6E2XK1425238	LE0100	600083
*Unit 123				

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

# 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>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>NTK 9/25/24</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager II <i>Russell Solis</i>		
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:	<i>Yvonne C. Pena 9/25/24</i>
Cards Received by Dept on:	<i>9/27/24</i> Date Returned/Cancelled:
Fuel Cards Received by Department:	Sign & Print Authorized Elected Official/Supervisor/Director

*Temporary*	Vehicle Plate No	Description <i>(Vehicle or Non-vehicle Equip.)</i>	VIN Number <i>(N/A = Non-vehicle)</i>	Asset Number <i>(N/A = Non-vehicle)</i>	Purchasing Dept. Use Only Card Number
	6384S32	2024 Ford Transit-250 Cargo Van	1FTBR1C84RKB00979	LE3136	<i>600108</i>
	6384L87	2024 Ford Transit-250 Cargo Van	1FTBR1C80RKB01773	LE3137	<i>600109</i>
	6384G13	2024 Ford Transit-250 Cargo Van	<del>1FTBR1C87RKA57514</del>	LE3138	<i>600110</i>
	6384H86	2024 Ford Transit-250 Cargo Van	1FTBR1C86RKA53874	LE3142	<i>600111</i>
	6384K51	2024 Ford Transit-250 Cargo Van	1FTBR1C8XRKA44692	LE3143	<i>600112</i>
	6384G84	2024 Ford Transit-250 Cargo Van	1FTBR1C8XRKA64764	LE3145	<i>600113</i>
	6384E29	2024 Ford Transit-250 Cargo Van	1FTBR1C86RKA25458	LE3146	<i>600114</i>

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 <i>(6 digits)</i>	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy

# 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.

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

<b>Department:</b>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>JKR 9/26/24</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager II <i>Russell Solis</i>		
Original Signature is required	Sign & Print Elected/Official Supervisor/Director <i>Russell Solis</i>		

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:	<i>Yvonne C. Peña 9/27/24</i>
Cards Received by Dept on:	Date Returned/Cancelled:
Fuel Cards Received by Department:	Sign & Print Authorized Elected Official/Supervisor/Director

*Temporary*	Vehicle Plate No	Description <i>(Vehicle or Non-vehicle Equip.)</i>	VIN Number <i>(N/A = Non-vehicle)</i>	Asset Number <i>(N/A = Non-vehicle)</i>	Purchasing Dept. Use Only Card Number
	6384P44	2024 Ford Transit-250 Cargo Van	1FTBR1C83RKB01136	LE3133	<i>600115</i>
	6384K42	2024 Ford Transit-250 Cargo Van	1FTBR1C80RKA51487	LE3134	<i>600116</i>
	6384P59	2024 Ford Transit-250 Cargo Van	1FTBR1C87RKB01186	LE3135	<i>600117</i>
	6384S11	2024 Ford Transit-250 Cargo Van	1FTBR1C87RKB01284	LE3139	<i>600118</i>
	6384L96	2024 Ford Transit-250 Cargo Van	1FTBR1C81RKB20607	LE3140	<i>600119</i>
	6384R35	2024 Ford Transit-250 Cargo Van	1FTBR1C87RKA54905	LE3141	<i>600120</i>
	6384N56	2024 Ford Transit-250 Cargo Van	1FTBR1C86RKA74028	LE3144	<i>600121</i>

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 <i>(6 digits)</i>	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy



Vehicle Listing Report  
Report Date 09/16/2024

Vehicle Listing Report  
Report Date 09/16/2024  
Total Records for Report: 2

Account Number	Account Name	Vehicle ID	Vehicle Status Description	Vehicle Status Date	License Number	License State	VIN	Vehicle Description
869320234	HIDALGO-FACILITIES MGMT	003131	ACTIVE	09/09/2024	622-4550	TX	1FTYE1Y85RKA92907	24 FORD TRANSIT V
869320234	HIDALGO-FACILITIES MGMT	010040	TERMINATED	09/09/2024	EL142-0244	TX	NM0LS6E2XK1425238	2019 FORD TRANSIT



Vehicle Listing Report  
Report Date 09/27/2024

**Vehicle Listing Report**

Report Date 09/27/2024

Total Records for Report: 14

Account Number	Account Name	Vehicle ID	Vehicle Status Description	Vehicle Status Date	License Number	License State	VIN	Vehicle Description
869320234	HIDALGO-FACILITIES MGMT	003133	ACTIVE	09/27/2024	638-4P44	TX	1FTBR1C83RKB01136	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003134	ACTIVE	09/27/2024	638-4K42	TX	1FTBR1C80RKA51487	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003135	ACTIVE	09/27/2024	638-4P59	TX	1FTBR1C87RKB01186	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003136	ACTIVE	09/25/2024	638-4S32	TX	1FTBR1C84RKB00979	24 FORD TRAN VAN
869320234	HIDALGO-FACILITIES MGMT	003137	ACTIVE	09/25/2024	638-4L87	TX	1FTBR1C80RKB01773	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003138	ACTIVE	09/25/2024	638-4G13	TX	1FTBR1C87RKA57514	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003139	ACTIVE	09/27/2024	638-4S11	TX	1FTBR1C87RKB01284	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003140	ACTIVE	09/27/2024	638-4L96	TX	1FTBR1C81RKB20607	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003141	ACTIVE	09/27/2024	638-4R35	TX	1FTBR1C87RKA54905	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003142	ACTIVE	09/25/2024	638-4H86	TX	1FTBR1C86RKA53874	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003143	ACTIVE	09/25/2024	638-4K51	TX	1FTBR1C8XRKA44692	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003144	ACTIVE	09/27/2024	638-4N56	TX	1FTBR1C86RKA74028	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003145	ACTIVE	09/25/2024	638-4G84	TX	1FTBR1C8XRKA64764	24 FORD TRANS VAN
869320234	HIDALGO-FACILITIES MGMT	003146	ACTIVE	09/25/2024	638-4E29	TX	1FTBR1C86RKA25458	24 FORD TRANS VAN

# 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>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <del>xx</del>		
	This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 2897854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager II		
<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.			

<i>For Purchasing Department Use Only</i>	
Approved by Commissioners Court On:	Agenda Item No. #
Reviewed by Fuel Card Administrator:	Yvonne C. Peña 7/11/24
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
N/A				

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
<b>*Add: (2)</b>				
Herrera-Williams, Katherine	10/29/91	246107	✓	
Carillo, Daniel	09/14/90	272345	✓	
<b>*Delete: (1)</b>				
Alfaro, Arsenio III	06/29/97	269190	✓	

# 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     
 X  Delete/ Cancel Card     
  Delete/Cancel Driver

<b>Department:</b>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>Nelda Flores-Rios</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 2897854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager	<i>Russell Solis</i>	
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:	<i>Yvonne Cindy Peña 8/01/24</i>
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
David Morales, Jr.	01/05/95	252646		
David Silva, Jr.	01/17/91	224081		
*Total (2) Deletions				

# 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>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>NFL</i> <i>9/16/24</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager <i>Russell Solis</i>		
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:	<i>Yvonne C. Peña 9/16/24</i>
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
N/A				

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
Alejandro D. Gonzalez	04/08/98	271993 ✓		
Ramon Guerra, III	06/08/94	272744 ✓		
Yoban Gutierrez	08/30/90	262641 ✓		
Lloyd A. Loya	02/14/87	273260 ✓		
Jose A. Martinez	07/14/81	271128 ✓		
Jose D. Martinez	10/28/02	271683 ✓		
Jorge Perez	07/05/69	271721 ✓		
Roel Ramirez, Jr.	10/30/92	273511 ✓		
Antonio F. Ramos	03/02/82	272132 ✓		
Nicholas Smith	01/20/86	272850		

# 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     
 X  Delete/Cancel Driver

<b>Department:</b>	Facilities Management		
<b>Billing Address:</b>	3100 S. Hwy 281, Ste. D – Edinburg, Tx. 78539		
<b>Requested By:</b>	Nelda Flores-Rios, Ext. 4354 <i>NSP 9/16/24</i>		
	*This person can not have use of the fuel card		
<b>Phone Number:</b>	(956) 289-7854	<b>County Email:</b>	
<b>Web user Name:</b>	N/A	<b>Password:</b>	N/A
<b>Hidalgo Co Acct Number:</b>	4-1100-419-40-220-001-0-626		
<b>Approved By:</b>	Russell Solis, Division Manager <i>Russell Solis</i>		
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:	<i>Yvonne C. Peña 9/16/24</i>
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
N/A				

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
Angel De La Cerda	11/01/82	265551		
Alfredo Gutierrez	04/21/71	220647		
Alfonso Salmeron	02/14/59	232165		
*Total: (3)				



**Driver Listing Report**  
Report Date: 09/16/2024

Account Number	Account Name	Driver ID	Driver Status	Driver Status Date	Driver Last Name	Driver First Name	Driver Middle Initial
869320234	HIDALGO-FACILITIES MGMT	224081	TERMINATED	08/01/2024	SILVA	DAVID	
869320234	HIDALGO-FACILITIES MGMT	246107	ACTIVE	07/11/2024	WILLIAMS	KATHERINE	
869320234	HIDALGO-FACILITIES MGMT	252646	TERMINATED	08/01/2024	MORALES	DAVID	
869320234	HIDALGO-FACILITIES MGMT	269190	TERMINATED	07/11/2024	ALFARO III	ARSENIO	
869320234	HIDALGO-FACILITIES MGMT	272345	ACTIVE	07/11/2024	CARILLO	DANIEL	
Total Records for Report:		5					



**Driver Listing Report**  
Report Date: 09/16/2024

Account Number	Account Name	Driver ID	Driver Status	Driver Status Date	Driver Last Name	Driver First Name	Driver Middle Initial
869320234	HIDALGO-FACILITIES MGMT	220647	TERMINATED	09/16/2024	GUTIERREZ	ALFREDO	
869320234	HIDALGO-FACILITIES MGMT	232165	TERMINATED	09/16/2024	SALMERON	ALFONSO	
869320234	HIDALGO-FACILITIES MGMT	262641	ACTIVE	09/16/2024	GUTIERREZ	YOBAN	
869320234	HIDALGO-FACILITIES MGMT	265551	TERMINATED	09/16/2024	DE LA CERDA	ANGEL	
869320234	HIDALGO-FACILITIES MGMT	271128	ACTIVE	09/16/2024	MARTINEZ	JOSE	A
869320234	HIDALGO-FACILITIES MGMT	271683	ACTIVE	09/16/2024	MARTINEZ	JOSE	D
869320234	HIDALGO-FACILITIES MGMT	271721	ACTIVE	09/16/2024	PEREZ	JORGE	
869320234	HIDALGO-FACILITIES MGMT	271993	ACTIVE	09/16/2024	GONZALEZ	ALEJANDRO	D
869320234	HIDALGO-FACILITIES MGMT	272132	ACTIVE	09/16/2024	RAMOS	ANTONIO	F
869320234	HIDALGO-FACILITIES MGMT	272744	ACTIVE	09/16/2024	GUERRA III	RAMON	
869320234	HIDALGO-FACILITIES MGMT	272850	ACTIVE	09/16/2024	SMITH	NICHOLAS	
869320234	HIDALGO-FACILITIES MGMT	273260	ACTIVE	09/16/2024	LOYA	LLOYED	A
869320234	HIDALGO-FACILITIES MGMT	273511	ACTIVE	09/16/2024	RAMIREZ JR	ROEL	
Total Records for Report:		13					