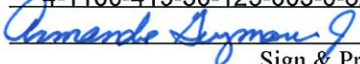



# FUEL CREDIT CARD REQUEST FORM

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>	SAFETY DIVISION		
<b>Billing Address:</b>	9805 N 10TH , MCALLEN, TX 78504		
<b>Fuel Card Manager:</b>	ROSIE LUNA		
	This person can not have use of the fuel card		
<b>Phone Number:</b>	956-292-7030	<b>County Email:</b>	rosie.luna@co.hidalgo.tx.us
<b>Web user Name:</b>	safety department	<b>Password:</b>	
<b>Hidalgo Co Acct Number:</b>	4-1100-419-50-125-003-0-626		
<b>Requested By:</b>	 ARMANDO GUZMAN JR.		
<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:	<b>Agenda Item No. #</b>
Reviewed by Fuel Card Administrator:	 10/31/24
Cards Received by Dept on:	Date Returned/Cancelled: 10/31/2024
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
119-1717	2015 FORD EXPEDITION	1FMJK1FT3FEF15281	62567	000012

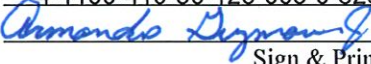
List all names of drivers who will fuel a Hidalgo County vehicle. Drivers who have not submitted their driver's information to Department of Budget Management Safety Division (DBM) will not be allowed a Pin number to fuel up. All Drivers must submit all proper documentation requested by DBM before driving a Hidalgo County vehicle.

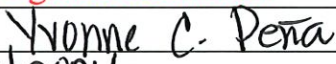
User Name	DOB	User ID (6 digits)	DBM Use Only License Verification	Purchasing Dept. Use Only Training Date & Signed Fuel Policy

# 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>	SAFETY DIVISION		
<b>Billing Address:</b>	9805 N 10TH , MCALLEN, TX 78504		
<b>Fuel Card Manager:</b>	ROSIE LUNA		
	This person can not have use of the fuel card		
<b>Phone Number:</b>	956-292-7030	<b>County Email:</b>	rosie.luna@co.hidalgo.tx.us
<b>Web user Name:</b>	safety department	<b>Password:</b>	
<b>Hidalgo Co Acct Number:</b>	4-1100-419-50-125-003-0-626		
<b>Requested By:</b>	 ARMANDO GUZMAN JR. Sign & Print Elected/Official Supervisor/Director		
<b>Original Signature is required</b> 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:	<b>Agenda Item No. #</b>
Reviewed by Fuel Card Administrator:	 10/31/24
Cards Received by Dept on:	11/01/2024      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
663-0L91 TEMP PLATE	2024 CHEVY TRAVERSE	1GNEREKS8RJ244596	LE3155	620024

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



**Vehicle Listing Report**  
**Report Date 11/01/2024**

**Vehicle Listing Report**

Report Date 11/01/2024

Total Records for Report: 2

Account Number	Account Name	Vehicle ID	Vehicle Status Description	Vehicle Status Date	License Number	License State	VIN	Vehicle Description
869320283	HIDALGO CO-SAFETY DEPT	003155	ACTIVE	10/31/2024	663-0L91	TX	1GNEREKS8RJ244596	24 CHEVY TRAVERSE
869320283	HIDALGO CO-SAFETY DEPT	600012	TERMINATED	10/31/2024	119-1717	TX	1FMJK1FT3FEF15281	2015 FORD EXPEDIT