

SEE INSTRUCTIONS ON PAGE TWO FOR COMPLETING THIS FORM

[illegible]

WVSAO Initials

SEE INSTRUCTIONS PAGE TWO!

INSTRUCTIONS FOR COMPLETING VEHICLE FORM

PLEASE TYPE OR PRINT LEGIBLY!

SECTION 1

Vehicle Description - Describe the vehicle for which you want a card issued. i.e., School Bus 35, Ambulance, etc.

Vehicle ID - A number or alpha numeric value created by you. This value can be entered at the point of sale to identify the vehicle that is being fueled.

Make/Model/Year - Describe the vehicle. 2006 Ford F150

Vehicle License Plate # and Exp Date - The plate number for the vehicle where this card is used, along with the expiration date of the plate. If the plate does not expire, just indicate "does not expire".

Fuel Type & Use - Type of fuel used in the vehicle and what the vehicle is used for.

SECTION 2

Driver Name - The names of any driver that is permitted to use the card stored in this vehicle.

Driver ID - The ID of the driver who is permitted to use the card stored in this vehicle. This number is created by you as well and must be relayed to the driver if you want him/her to enter at point of sale.

Driver's License Exp Date - The month, date & year the driver's license expires.

SECTION 3

Options Choose only one! This card is good only for fuel and fuel & maintenance.

Gas Only - Card can only be use to purchase fuel

Gas & Maintenance - Card can be used for fuel and maintenance.

Vehicle # and Odometer Reading - Option 2 will require the driver to enter the vehicle ID provided above and the odometer reading on the vehicle. This information is validated during the authorization process so be certain information is communicated to drivers.

Driver # and Odometer Reading - Option 3 will require the driver to enter his/her driver ID and the odometer reading on the vehicle at the point of sale. The driver ID is assigned by you and must be communicated to the driver. This information is validated during the authorization process.

Odometer Only - The driver would only enter the odometer reading at the point of sale.

No Prompts - Choosing this option would not require the driver to enter anything at the point of sale.