



United States Department of State

*Office of Foreign Missions  
Washington, D.C. 20520*

## **NOTICE**

### **New Chevron/Texaco Credit Card Application**

Effective immediately, Chevron/Texaco requires that foreign mission and international organization members complete and submit a new type of Business Credit Card application in order to provide tax –exempt gasoline. Attached is a copy of the new, Chevron and Texaco Business Card Application. These applications can also be found at all the participating Chevron/Texaco gasoline stations

The applications must be submitted to OFM. Please do not mail or fax applications directly to the gasoline company. Information concerning the provision of tax-exemption on the purchases of gasoline and diesel fuels is available at OFM's website at [www.state.gov/ofm/tax/](http://www.state.gov/ofm/tax/).

For additional questions or comments concerning this information please contact OFM by telephone at (202)-895-3500 option 2, by email at [OFMTaxCustoms@state.gov](mailto:OFMTaxCustoms@state.gov), or the nearest OFM Regional Office.

Attachment 1: Blank Chevron and Texaco Business Card Application

March 18, 2008

# Chevron and Texaco Business Card Application



**FAX application to: 1-888-839-0012 or**

Mail to: Chevron and Texaco Business Card Services, P.O. Box 921729, Norcross, GA 30010-1729

For more information call: 1-888-243-8358

All fields must be completed to help ensure timely processing. PLEASE PRINT, USING BLACK INK.

<b>BUSINESS INFORMATION - PLEASE TELL US ABOUT YOUR BUSINESS</b>					
1	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Business Legal Name (or if Sole Proprietorship, Owner Name)		Federal Tax ID (Required) or SSN		
	\$ <input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Credit Limit Requested		Fax Number		
	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Street Address Line 1		Years In Business		
	<input style="width: 100%;" type="text"/>		\$ <input style="width: 100%;" type="text"/>		
	Street Address Line 2		Annual Sales Volume (Dollars)		
	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Street Address City		State Zip		
<input style="width: 100%;" type="text"/>					
Billing Address Line 1 (if different from Street Address)					
<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>			
Billing Address City		State Zip			
<b>CONTACT INFORMATION - PLEASE TELL US ABOUT YOURSELF</b>					
2	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Main Business Phone		E-mail Address For Online Statements and Reports		
	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Billing Contact's First Name		Billing Contact's Last Name		
	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Cell Phone/Secondary Number		Choose security password to be used for Account Access (minimum of four characters).		
	How would you like to receive your statement? (check one) <input type="checkbox"/> Online <input type="checkbox"/> Paper*				
*A fee may apply.					
<b>FINANCIAL/REFERENCE INFORMATION - PLEASE TELL US ABOUT YOUR BUSINESS BANKING REFERENCES</b>					
3	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
	Bank Reference (Primary)		Bank Account Number		
	<input style="width: 100%;" type="text"/>		<input style="width: 100%;" type="text"/>		
Current Fuel Supplier					
<b>SIGNATURE - PLEASE SIGN AND DATE</b>					
4	Please Read Carefully: FleetCor Technologies Operating Company, LLC, ("FleetCor") operates the Chevron and Texaco Business Card products and this application is made to FleetCor. By signing this application, Customer authorizes FleetCor to check Customer's credit references and the information on this application and to obtain consumer or commercial credit reports to check Customer's credit standing, both for this application and for the updates of Customer's credit file and renewals of Customer's Chevron and Texaco Business Card(s). Customer acknowledges that this application is subject to approval and acceptance of Customer by FleetCor in Louisiana. If this application is approved, then Customer will be notified of its available credit limit, and Customer will not allow its unpaid account balance to exceed its credit limit. Customer agrees that Louisiana law governs the terms and conditions of the Chevron and Texaco Business Card(s), which terms and conditions will accompany the card(s) if this application is approved. Customer's accepting, signing, or using any Chevron and Texaco Business Card(s) will constitute Customer's acceptance of those terms and conditions including, without limitation, Customer's unconditional obligation to pay for all use of Chevron and Texaco Business Cards provided to Customer and all use of Customer's account each billing cycle, as well as all interest, fees and costs associated with such cards and account. The account is not a revolving credit account. Customer agrees that any liability arising or resulting from the misuse, unauthorized use, loss or theft of any one or more of the cards issued or of Customer's account shall be fully borne, assumed and paid by Customer. Customer also agrees that Customer will exclusively use the Chevron and Texaco Business Card(s) for commercial purposes and understands that Customer's card(s) may be canceled if Customer uses them for non-commercial purposes. In the event that Customer's account is turned over to a collection agency or an attorney for collection, Customer agrees to pay all such costs, fees and expenses of such agency or attorney, including, without limitation, court costs and out-of-pocket expenses. By signing below, Customer confirms that everything it has stated in this application is correct to the best of Customer's knowledge and that the signing authorized representative is duly authorized to enter this relationship on behalf of Customer. FleetCor complies with Section 326 of the USA Patriot Act. This law mandates that FleetCor verify certain information about you while processing your account application.				
	_____ X _____ / /		_____ / /		
Print Name (Authorized Representative)		Signature (Authorized Representative)		Date (MM/DD/YYYY)	
<b>PERSONAL GUARANTY BY PRINCIPAL OF APPLICANT MAY BE REQUIRED FOR CORPORATIONS LESS THAN TWO YEARS OLD AND ALL SOLE PROPRIETORSHIPS, PARTNERSHIPS AND LLC'S</b>					
5	The undersigned ("Guarantor") unconditionally and irrevocably guarantees the payment and performance when due of all obligations of the Applicant to FleetCor and its successors and assigns now or hereafter owing ("Guaranteed Obligations"). Payment hereunder shall be made without set-off or counterclaim. Guarantor acknowledges that this is a guaranty of payment and not of collection and that Guarantor is a primary obligor and not merely a surety, obligated on a joint and several basis with Applicant and each other guarantor. Guarantor hereby waives any right to require FleetCor to proceed against Applicant as a condition to proceeding against Guarantor and waives the provisions of law to the contrary. Guarantor waives notice of acceptance, diligence, presentment, demand, notice of dishonor, protest and all other notices. Guarantor agrees that Guarantor's obligations hereunder shall not be affected by changes in the Guaranteed Obligations. Guarantor hereby subordinates in favor of FleetCor any right of subrogation and all other obligations of the Applicant to Guarantor. If any provision of this Guaranty is held to be illegal, invalid or unenforceable it shall not affect any other provision hereof. This Guaranty shall be governed by the law of Louisiana. If collection hereunder is by an attorney at law, the Guarantor shall pay all reasonable costs of collection, including attorney fees. The terms and conditions of the Account Agreement (available upon request if you do not already have a copy) are incorporated by reference and Guarantor agrees to be bound thereby. This Guaranty shall be relied upon by FleetCor in making its credit decision and is a condition of the extension of credit to the Applicant. Guarantor hereby authorizes FleetCor to obtain a consumer credit report of Guarantor and to make direct inquiries of employers and businesses where Guarantor has accounts. If this Application is denied based on such information, Guarantor authorizes FleetCor to report the reason for the denial to Applicant. If the Guaranteed Obligations are not paid when due, FleetCor may report the Guarantor's liability for and the status of the account to credit bureaus and others who may lawfully receive such information.				
	_____ / /		_____ / /		
	Print Name (Guarantor)		Signature (Guarantor)		Date of Birth (MM/DD/YYYY)
	Guarantor Street Address		City		State Zip
	Social Security #		Driver's License # and State		

Promo Code

Employee ID

Facility/Station#