



VAN # _____ GROUP#

**SKAGIT TRANSIT VANPOOL FUEL CARD
STATEMENT OF USAGE**

Skagit Transit provides each vanpool group with a single fuel card, for use in fueling the vehicle. The fuel card is issued to the Manager/Primary Driver, but may be used by any Skagit Transit approved driver of the vanpool vehicle for commute purposes only.

All vanpool drivers must comply with the following fuel card usage procedures:

- < Vanpool fuel may be purchased at any service station that honors the fuel card used by the vanpool group.
- < The total gallons purchased must be entered on your *Monthly Vanpool Report* in the *Purchases* section.
- < If the vanpool fuel card is lost or stolen, the loss should be reported to Skagit Transit immediately.

All vanpool drivers must be aware of the following fuel card usage limits:

- < Each fuel card can be used only for regular **unleaded** fuel purchases. (Do not use for washing the van or purchasing premium fuels.)
- < There shall be no personal use of a Skagit Transit Vanpool Fuel Card.

Misuse of a Skagit Transit Vanpool Fuel Card is a felony. Skagit Transit carefully monitors the use of each vanpool fuel card and will take immediate action if inappropriate usage is suspected. The Skagit Transit Vanpool Fuel Card is provided as a service to our vanpool customers, in order to provide convenience for vanpool groups.

I hereby, under penalty of law, certify that I will abide by the above procedures for use of a Skagit Transit Vanpool Fuel Card. I understand that misuse of the vanpool fuel card is a felony and is subject to criminal prosecution.

Date _____

Driver Name *(Please Print)* _____

Driver Signature _____