

# Description of Fuel Card Settings

Hello, this document was created to share ALL the settings that can be used for your fuel cards. While it is easy to set up your fuel cards with the settings you have chosen, it is just as easy to change them at any time.

Below you will see some which are required for each fuel card to be created.

The rest of the settings are not required, but if you want to bring additional security or functionalities to your account, we suggest you check'm out.

## Required Fuel Card Settings

**Driver Name or Vehicle Description (20 characters maximum):** Each card will have two lines of information printed on the front. The first line of every card will have the company name. The second line of each card can have the driver's name or a description of the vehicle.

**Driver ID Number:** More commonly known as PIN number. This is the 5-digit number that will be entered at the time of purchase. We usually suggest using the last 5 numbers of your driver's license.

**Number of Transactions per Day:** This is the limit of how many times each card is used per day. We usually suggest 3 to 4 transactions per day.

**Vehicle Number:** Each card is assigned a 4-digit vehicle number. We usually suggest starting with 0001 and incrementing with each vehicle/equipment addition.

**Gallons per Transaction:** This is the gallon limit per transaction. We usually suggest 90% of the vehicle's tank capacity.

**Gallons per Day:** This is the daily gallon limit, regardless on the number of allowed transactions. We usually suggest using the vehicle's full tank capacity.

**Time Profile:** This is the allowable days and hours that the card can be used. If there is no time profile specified, then it will be open 24/7/365.

**Authorized Fuels & Services:** This is the type of fuel products that you want the card to be allowed to purchase. Please let us know if you use the following: diesel, off-road diesel, DEF, unleaded gasoline, scales and weights, showers, and convenience stores.

**Blocked States:** Blocking states means that you will be restricted to only fueling at CFN sites at chosen states, and we block out the states that you do not visit. The states that you frequently visit for work will not be blocked for your convenience of fueling.

**Canada Access:** We will block your fuel card from being used in Canada if you do not have any plans on doing business there.

## Highly Recommended Fuel Card Settings

**Email Notifications:** This indicates the type of email notifications that an assigned email address will receive. You can opt-in to receive e-Receipts, gallon restrictions, and alerts of buying the wrong product or the card being used outside of the allowed time profile. For this, please give us the email address to receive these notifications. This is not required, but highly recommended.

**Odometer Tolerance Feature:** This feature ensures that your drivers will be inputting the correct odometer reading at every transaction. This will set an error tolerance to give the vehicle a cushion in case there is a mechanical anomaly and there is a slight decrease or increase in the average miles per gallon. If you opt-in to this feature, please give us the current odometer reading, the miles per gallon of the vehicle, the tank capacity, and percentage tolerance to be used. We usually suggest a percentage tolerance of 5-10% per vehicle, but this feature is not required.

**Zip Code Lockout:** We can block up to however many zip codes where your drivers can only fuel at CFN stations. This is not required.

**Card Watch:** With this setting, one email address will be sent a notification of every time the driver inputs his or her DID/PIN Number. For this, please give us the email address to receive these notifications. This feature is not required.

Thank you for reading all the available fuel card settings.

If you have any questions please give us a call at 833-TRU-NRGY or 619-810-0655,  
8 7 8 6 7 4 9

Or email us: [team@lakeviewpetroleum.com](mailto:team@lakeviewpetroleum.com)

One of our Team Members will be happy to assist you.

The Team @ Energie Fuel Group & Lakeview Petroleum