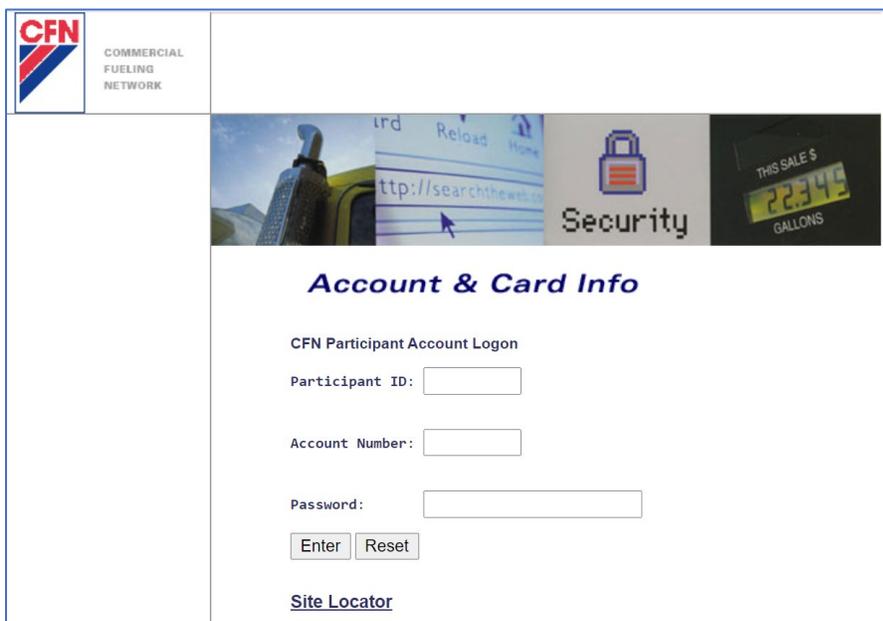


How to Activate and Deactivate Cards and Drivers' PINs

The purpose of this document is to teach the user how to activate and inactivate a card and a driver's PIN.

1. Go to <http://www.cfnnet.com/logonacct.html> and input your credentials.



CFN
COMMERCIAL
FUELING
NETWORK

Account & Card Info

CFN Participant Account Logon

Participant ID:

Account Number:

Password:

[Site Locator](#)

2. In the CFN Main Search Menu, click on the “Cards” option.



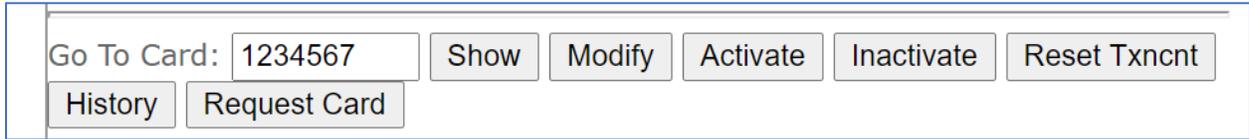
Energie Fuel & Lakeview Petro #344

Welcome to the CFN Main Search Menu, please select one of the following:

- [Transactions](#)
- [Authorizations](#)
- **[Cards](#)**
- [Account Summaries](#)
- [Update Profile](#)

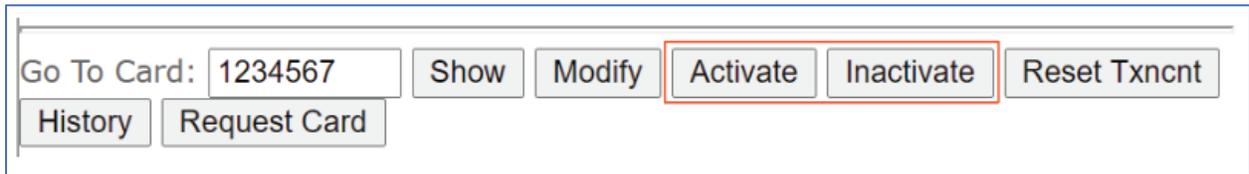
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3. In the Card Menu, enter the last 7 digits of the card or the 7-digit virtual driver number in the “Go To Card” Text field.



Go To Card: 1234567 Show Modify Activate Inactivate Reset Txncnt
History Request Card

4. Once you have entered the card number or virtual driver number, click on either the “Activate” or “Inactivate” buttons.



Go To Card: 1234567 Show Modify Activate Inactivate Reset Txncnt
History Request Card

5. In the next screen, you should see the information broken down into 11 sections:

Card	Status	Profile	Account	Date Updated	Time Updated	POS Restrict	Txn Count	Txn Date	Odom	ExpDate
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6. Under the Status column, the word “valid” or “invalid” is shown. This shares whether the card or driver’s PIN can be used or not.