

EMPLOYEE FUEL CARD AGREEMENT

Employer:

Employee:

Agreement Details:

Fuel Card Number:

Employee ID / Badge Number:

Card Activation Date:

Card Expiration Date:

Terms and Conditions:

1. Purpose of Agreement

The Fuel Card is issued to the Employee for the sole purpose of purchasing fuel for Company vehicles or equipment. Use of the card for any other purpose is strictly prohibited and may result in disciplinary action, including termination of employment.

2. Card Use and Security

The Employee agrees to keep the Fuel Card and its PIN confidential. Lost or stolen cards must be reported immediately to the Employer. The Employee is responsible for all charges incurred on the card until such notification is received.

3. Authorized Fuel Types and Limits

The Fuel Card is authorized for use at approved fueling stations only, and solely for designated fuel types as specified by the Employer. Fuel purchase limits per transaction and per billing cycle are established by the Employer and must not be exceeded.

4. Prohibited Uses

The Fuel Card shall not be used for purchasing non-fuel items, personal vehicles, or other unauthorized goods or services. Misuse or fraudulent use will result in immediate revocation of card privileges and may lead to legal action.

5. Employee Responsibilities

The Employee shall retain all receipts for fuel purchases and submit them as required by Employer policies. The Employee agrees to comply with all reporting and verification procedures established by the Employer.

6. Employer Rights

The Employer reserves the right to suspend or cancel the Fuel Card at any time without prior notice. The Employer also reserves the right to audit all fuel purchases and take appropriate action if misuse or discrepancies are found.

7. Liability and Indemnification

The Employee assumes all liability for unauthorized or improper use of the Fuel Card. The Employee agrees to indemnify and hold harmless the Employer from any claims, losses, or damages resulting from such use.

8. Termination of Agreement

This Agreement shall terminate automatically upon termination of the Employee's employment, or upon Employer's decision to revoke the Fuel Card. Upon termination, the Employee must return the Fuel Card immediately.

9. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the United States and the applicable

state law governing the Employer's principal place of business.

10. Amendments

Any amendments or modifications to this Agreement must be made in writing and signed by both the Employer and the Employee to be effective.

11. Entire Agreement

This Agreement constitutes the entire understanding between the parties concerning the Fuel Card and supersedes all prior agreements, oral or written, relating thereto.

12. Dispute Resolution

Any disputes arising out of or related to this Agreement shall be resolved through negotiation in good faith between the parties. If unresolved, the parties agree to submit to binding arbitration under the rules of the American Arbitration Association.

13. Confidentiality

The Employee agrees to maintain the confidentiality of all confidential information obtained through the use of the Fuel Card and related Employer records.

14. No Waiver

Failure by the Employer to enforce any provision of this Agreement shall not constitute a waiver of that provision or any other provision.

15. Severability

If any provision of this Agreement is held invalid or unenforceable, the remaining provisions shall remain in full force and effect.

16. Employee Acknowledgment

The Employee acknowledges having read, understood, and agrees to the terms and conditions of this Agreement.

EMPLOYER REPRESENTATIVE SIGNATURE

EMPLOYEE SIGNATURE

Signature: _____

Signature: _____

Original source of this document:

<https://agreementtemplate-us.com/employee-fuel-card-agreement/>

Did you find this template helpful?

Find more updated templates at:

<https://agreementtemplate-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.
It is recommended to consult a legal professional for each specific case.