

**Welcome to PetroCard!** In this package you will find your recent card order. Your PINs are assigned to each of the cards as requested. To prevent theft or fraud, do not keep PINs written on the back of, or nearby, cards. You are responsible for any and all charges.

To help get you started, here are some helpful resources.

## **Online Account Access & Invoices**

PetroCard's Online Account Access portal allows you to track fuel purchases, manage your cards (order, delete, or edit cards), and look up PIN information. You can also review and download your invoices any time you need them. You will receive an email to the address provided upon setup inviting you to access the portal.

## Alerts

PetroCard has automatically enrolled you in our emailed alert system. If you ever have more than two transactions in a day, you will be notified.

## Locations

For the best pricing, use your fuel card at PetroCard owned cardlocks. Visit **www.petrocard.com/locations** and click the PetroCard logo for a printable list of our locations or click the Pacific Pride or Commercial Fueling Network (CFN) logos to search for locations by network.

Pacific Pride and CFN apps are also available for download on your mobile phone. Below are instructions on how to use the apps.



## **Pricing & Payroll Deductions**

Cardlock stations do not post pricing at the station. To receive price quotes, please contact Denise Shoot at **dshoot**@**cannonconstructioninc.com**. You can also review your transactions online to view pricing. For questions regarding your payroll deduction, please contact Denise.

If you have any questions regarding your cards or Online Account Access, please contact your Account Manager at PetroCard, Rick Paul, at **rpaul@petrocard.com** or 253.867.4425. We look forward to working with you!