



United States Department of State

*Office of Foreign Missions  
Washington, D.C. 20520*

## NOTICE

### Gasoline Tax Exemption New Exxon Mobil Business Application

The Office of Foreign Missions (OFM) recently learned that effective April 1, 2011, Exxon Mobil will only accept the submission of newly designed Business Credit Card applications to provide gasoline tax-exempt credit cards for foreign missions, international organizations and their eligible personnel. This application can be found at all participating Exxon Mobil gasoline stations or on the OFM website at <http://www.state.gov/documents/organization/159482.pdf>

All new gasoline tax exemption applications must include a signed copy of the New Exxon Mobile Card application form along with the E-Gov Transaction ID print out that is sent to OFM Customer Service in Washington DC or the nearest OFM Regional Office for verification and processing. It is then forwarded by OFM directly to the Exxon diplomatic accounts representative. ***Exxon Mobil card applications submitted after April 1<sup>st</sup>, using the old Business Credit Card application will have to be resubmitted to OFM.***

Information concerning the provision of tax-exemption on the purchases of gasoline and diesel fuels is available at OFM's website at [www.state.gov/ofm/tax/](http://www.state.gov/ofm/tax/).

**Please do not mail or fax applications directly to the gasoline company as they are not authorized to exempt taxes without OFM approval.**

For additional questions or comments concerning this information please contact OFM by telephone at (202)-895-3500 option 2, by email at [OFMTaxCustoms@state.gov](mailto:OFMTaxCustoms@state.gov), or the nearest OFM Regional Office.

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