



United States Department of State

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

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NOTICE

Shell Gasoline Credit Card Accounts

This is an update to Notices dated November 26, 2018 and October 5, 2018. Effective immediately, foreign missions and eligible members of foreign missions may once again submit applications for official and personal tax-exempt gasoline credit cards from Shell.

All existing Shell account holders must reapply by submitting a new request for Exemption from Gasoline Taxes with a **new** Shell gasoline credit card application via the Department's eGov. The credit card application can be found on OFM's website at <https://www.state.gov/documents/organization/159481.pdf>. Applicants must select the **Shell Fleet Plus Card**. In addition, foreign missions and their eligible members must also now include a copy of a voided check, along with the credit card application to obtain a Shell credit card account. Missions and their members located in New York must also upload via E-Gov Form FT-505.1, *Government Entity Credit Card Refund or Credit Election*. Form FT-505.1 can be found at http://www.tax.ny.gov/pdf/current_forms/misc/ft505_1.pdf.

Information concerning the availability of tax-exemption privileges for the official and personal purchases of motor fuels by eligible foreign missions and their members is available at www.state.gov/ofm/tax/gas/index.htm.

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 or the nearest OFM Regional Office.