



United States Department of State

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

February 5, 2019

NOTICE

Shell Gasoline Credit Cards

The Office of Foreign Missions (OFM) wishes to reference its Notices dated October 5, 2018, November 29, 2018, and January 8, 2019 regarding Shell Gasoline Credit Card Accounts.

OFM has learned that WEX automatically issued and mailed Shell gasoline credit cards to all foreign missions and members that previously held a Shell gasoline credit card with Citibank. However, these automatically issued cards **do not provide tax exemption**. If a foreign mission or its members received a Shell WEX gasoline credit card in January or February 2019 and they did not submit a new Shell WEX gasoline credit card application through OFM's eGov, they should disregard that card and continue to use their current credit card issued by Citibank that is valid until March 31, 2019. **Any charges made on non-tax exempt cards cannot be refunded.**

If foreign missions and their members submitted the Shell WEX gasoline credit card applications through OFM's eGov, they will receive a Shell gasoline credit card that will be enabled for tax-exempt purchases of gasoline 3-4 weeks after OFM approval. If foreign missions and their members have received multiple credit cards from Shell and are unsure which credit cards are eligible for tax exemption, they should call the number on the back of the cards to verify whether the card is tax-exempt.

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 questions or comments concerning this information, other than questions regarding whether a particular card is tax exempt, please contact OFM by

telephone at (202)-895-3500 option 2, by email at OFMTaxCustoms@state.gov or the nearest OFM Regional Office.