



TARRANT COUNTY EMERGENCY SERVICES DISTRICT NO. 1

4900 River Oaks Boulevard, River Oaks, Texas 76114

P-CARD USER AGREEMENT & ACKNOWLEDGMENT

I acknowledge that I am responsible for the proper use and safeguarding of the District Purchasing Card issued to me or under my custody.

I understand that:

- The P-Card is District property
- I am accountable for all transactions made using the card
- Misuse may result in reimbursement, disciplinary action, termination, and/or legal action

Name: _____ Phone: _____

Card Type: ☐ Individual ☐ Station ☐ Deployment

Assigned Station: _____ Staff Assigned (Deploy): _____

Signature: _____ Date Card Received: _____

FINANCE USE ONLY

Last 4 Digits on Card: _____ Expiration Date: _____

Card Limit: _____

Finance Signature: _____ Date: _____