

WESTERN WASHINGTON UNIVERSITY

COMDATA FUEL CARD USER GUIDELINES

The Comdata Fuel Card is to be used for purchases related to WWU business only.

The following items are approved for purchase with the Comdata Fuel Card:

Fuel

Emergency Towing & Assistance

Service & Maintenance

Additives, such as motor oil

For Emergency Roadside Assistance call 1-800-226-3860.

For questions about approved items or spending limits please contact your Department's Card Custodian or Robin Koenig in Account Payable 360-650-6868.

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