

## MEMORANDUM

**TO: FUEL CARD HOLDERS**

**FROM: ABIGAIL KNOTT- FLEET MANAGER**

**DATE: 27/07/2018**

**SUBJECT MATTER: ADBLUE AND FUEL CARDS**

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All,

We have been made aware that some pool car drivers have experienced issues when trying to purchase Adblue on their fuel cards. We have been advised by our supplier that some stations have Adblue set up as a shop good which cannot be purchased on a fuel card. However, the sites should know that they are able to call Shell directly to manually authorise the purchase.

If you experience this issue, please prompt the station to call Shell. Adblue should be purchased on your fuel card and not claimed back through expenses.

Please contact Fleet if you have any queries.

Thank You

