

# State Credit Card Authorization

If you are employed by a US state government or US local government and wish to purchase items on FEDMALL, you should request this special permission which will allow you to use your State Government issued Purchase/Credit Card. You will need to fax us your request form with your signature, as well as the signatures of your Supervisor and State Point of Contact or (SPOC) or Department/Organization Chief's Name

Specific instructions for completing this form:

1. Complete the form as instructed.
2. Sign the form.
3. Receive all the signatures that the form requires.
4. Electronically send this form to the FEDMALL Registration Authority below.  
j64csaccessmanagement@dla.mil

After your request has been processed, you will receive an email confirmation that your authorization has been activated. If you have questions, please call FEDMALL Support at 1-877-352-2255.

<b>USER INFORMATION</b>	
Name:	
Email:	
Commercial Phone:	
User ID:	This is System Generated
Department:	
DODACC:	
Service/Agency of Assignment:	
Major Command:	
Unit of Assignment (DLA issued DODACC)	
Duty Station/City:	
State/Province:	
Postal Code:	
Country:	
<b>SUPERVISOR INFORMATION</b>	
Supervisor's Name:	
Supervisor's Phone:	
Supervisor's Email:	
<b>SPOC INFORMATION</b>	
SPOC's or Department/Organization Chief's Name:	
SPOC's or Department/Organization Chief's Phone:	
SPOC's or Department/Organization Chief's Email:	
<b>SIGNATURE AUTHORIZATIONS</b>	
The above individual is authorized by his or her SPOC to place orders with a State Purchase Card, and I am requesting that the individual be allowed to do the same on the FEDMALL	
<b>Requester's Signature</b>	
<b>Supervisor's signature</b>	
<b>SPOC's Signature</b>	