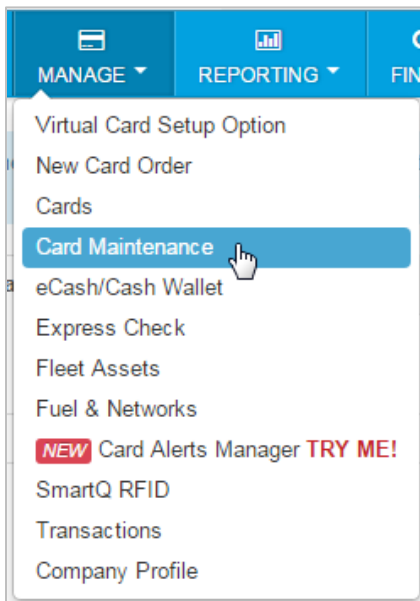



# Activating a Card

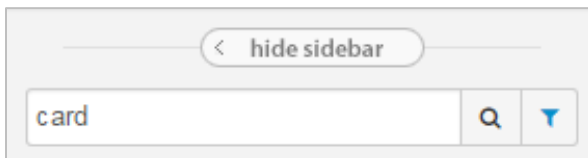
iConnectData (ICD) > Manage > Card Maintenance


Follow these steps to activate your card(s) through iConnectData (ICD). To begin, open an internet browser and go to <https://w6.icconnectdata.com/Login/init/FMS>. Follow the log in instructions provided to you in the Welcome e-mail.

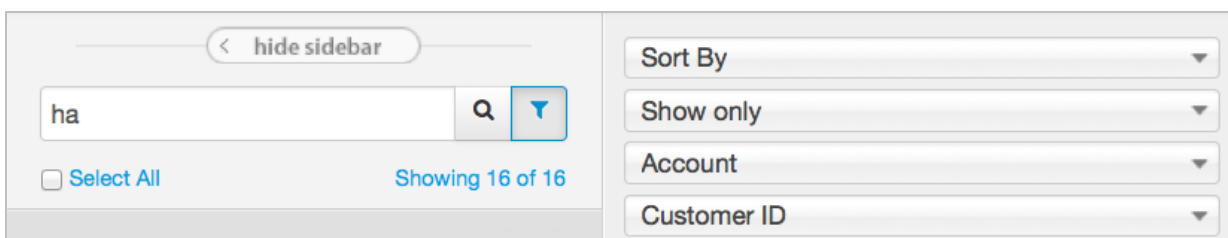
1. Once logged in, access the Card Maintenance page from the ICD menu bar (**Manage > Card Maintenance**).



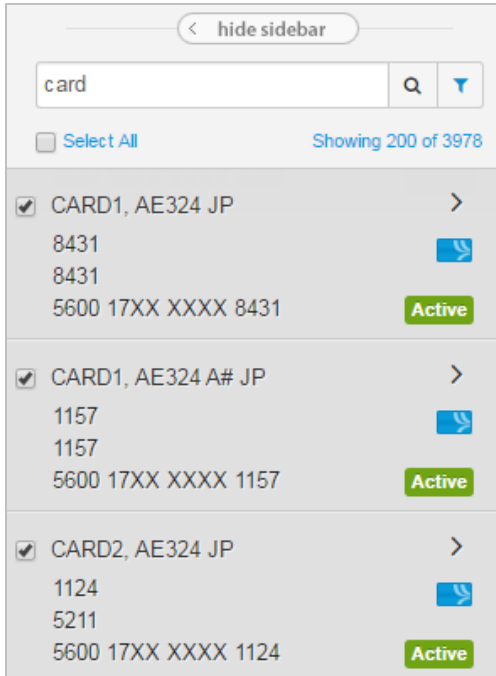
2. On the Card Maintenance page, enter the term “card” in the search field on the left side of the page. Then, select the search icon (  ).



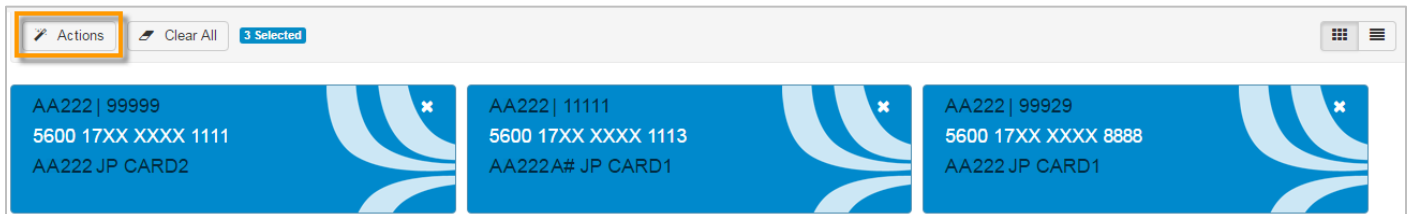
**Note:** Select the filter button (  ) to display your filter options. (Select it again to close the filters.)



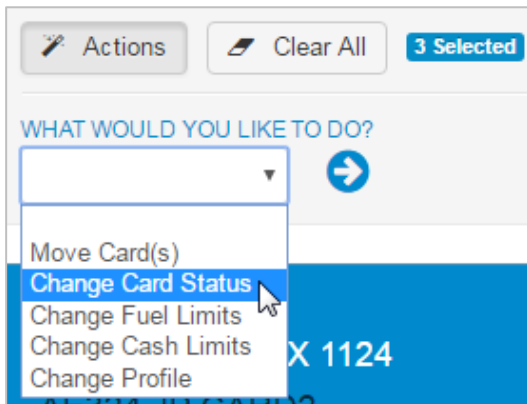
3. A card listing displays showing each card for your account. Select the **Select All** checkbox to begin activating all cards in the list **OR** select the checkbox next to each individual card you want to activate.



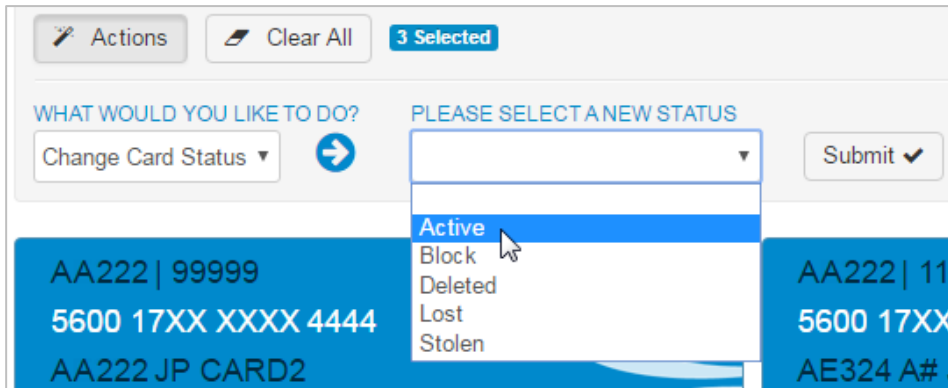
4. Card images populate on the right side of the page for all cards selected. Select the **Actions** button.



5. A drop-down menu displays asking “What would you like to do?”. Open the drop-down menu and select **Change Card Status**.

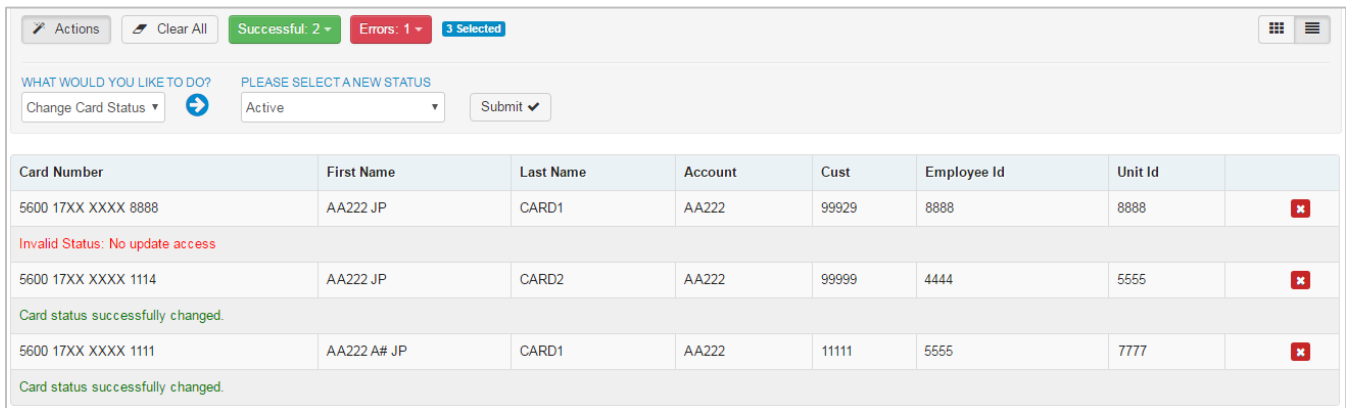


6. A new drop-down menu displays to the right. Open it and select **Active**. Then, select **Submit**.



7. All of your selected cards are now activated. An error message will display if any errors occur during the card update.

**Note:** Remember, you will be prompted for your Vehicle Number and odometer reading at the fuel pump.



For more information, access the Self-Service Center link located on the ICD menu bar.

