

Your new Exxon Mobil BusinessPro™ Cards are enclosed



Scan To Learn More
or visit www.newwexfuelcard.com

Your new cards will become active on September 16, 2022.

No action needed to activate the cards; it will happen automatically on September 16, 2022. For security purposes, your Driver ID number has been mailed separately. You can also find them by logging in to your online account.

New to using Driver ID numbers? See the back of this letter to learn more.

What to do next

Log in to your online account

- Your new account has been set up with preset purchasing controls. Go online to view/update your new controls.
- To log in to your account, go to www.exxonmobilbusinessonline.com and click "Enroll as new user" to get started.

Distribute and begin using your new cards¹

- Remind all cardholders that their old cards will stop working at the end of the day on September 15, 2022. To keep your fleet fueling, make sure drivers have their new cards and Driver ID numbers prior to this date.
- Remind all cardholders that Driver ID numbers are required at the point of purchase.

Note your new payment address

You have a new address for sending payments. Update your business software/bank payment details accordingly.

WEX BANK
PO BOX 6293
Carol Stream, IL 60197-6293

Remember: new and old cards are invoiced separately

- Continue to make payments to Citibank, N.A., the current issuer of your Exxon Mobil Card for any outstanding balances electronically or by mail as directed on your statement until September 15, 2022. After this date you will need to pay WEX Bank directly for any balance due on your account and for any new charges.
- On September 16, 2022, any unpaid balances on your account will transfer to WEX Bank as the new issuer of your account. Transferred balances will appear as an "Adjustment" on your new statement, without corresponding details.
- Your current AutoPay payments will continue to be applied to your account's remaining balance until September 15, 2022. If you have AutoPay setup on your account with Citibank, N.A., it will be canceled after September 15, 2022. Please be sure to update your payment information and set up AutoPay with WEX Bank in your new online account to prevent any delay in the posting of future payments.

Destroy your old Exxon Mobil Business Cards

Your old cards will be deactivated at the end of the day on September 15, 2022.

- Destroy all old cards after September 15, 2022, by shredding or cutting them through the magnetic strip.

We appreciate your business — and we're excited to provide convenience, security and control for your account!

New Cards Checklist

- Distribute your new cards in preparation of 9/16/22
- Verify your online account settings
- Note your new payment address
- Pay invoices for new and old cards separately
- Destroy your old cards after 9/15/2022
- Remove your old card from the Exxon Mobil Rewards+ app after 9/15/2022
- Questions?
Call 1-800-624-5140

Important Date Reminder

On September 16, 2022, your old cards will stop working and your new cards will become active.



Exxon Mobil BusinessPro Cards

DRIVER ID NUMBERS

What are Driver ID numbers?

Driver ID numbers are a valuable security measure for your Exxon Mobil BusinessPro Card account. They're like a PIN that you're prompted to enter every time you use the card.

Your new Driver ID numbers were mailed separately. You can also find them by logging in to your online account.

If you don't receive them in the next seven business days, please contact us at the number listed below.

Using Driver ID Numbers

- Insert the card at the pump or inside the station.
- Follow the prompt to enter your Driver ID number.
- If the cardholder forgets the Driver ID, the card will be declined. Then the cardholder must contact the manager of the account.

Have new Driver ID numbers been set up?

- Yes. A four-digit PIN/Driver ID number has been randomly generated for you. (Driver ID numbers are required for all Exxon Mobil BusinessPro Card purchases, for security purposes.)
- There will be ONE Driver ID given for all cards on the account.
- You can also confirm your Driver ID by logging in to your account online.
- Select the "Help ?" icon located in the lower left corner of the screen, followed by "show me how to..."

- From here select "Edit Driver ID" to begin an interactive tutorial instructing you on how to view and edit the information associated with your initial driver. This interactive help function can be used to access tutorials on all standard functions of your new account's online portal, including adding additional Driver IDs for your fleet.

Can Driver IDs be changed?

- Yes, you can log in to your online portal, www.exxonmobilbusinessonline.com
- Essential Tip: Selecting the "Help ?" icon located at the lower left of your screen will allow you access to interactive tutorials for all essential functions of this website.

Important: Tell Your Cardholders

- Cardholders should not share their Driver ID number with anyone except a station attendant for making a purchase or an Exxon Mobil customer agent.
- Keep your Driver ID number separate from your card.
- For your security, do not store Driver IDs with corresponding cards.

If you have any questions, call us at **1-800-624-5140** or visit **www.newwexfuelcard.com**.

(Please have your current Exxon Mobil Business Card account number ready.)

Have you provided a current email address? Don't miss important notifications regarding your account. Scan the code to download the form, and update your info.

¹Terms of use that will apply to your account beginning on September 16, 2022, will arrive separately from your cards; use of your account after that date is deemed acceptance of these terms & conditions.