


CELLULAR PHONE REQUEST FORM - W.1.2
HIDALGO COUNTY, TEXAS

(1) Type of Request: Wireless device: <input checked="" type="checkbox"/> Data card <input type="checkbox"/> Blackberry <input type="checkbox"/> Other: _____ DATA CARDS, BLACKBERRY or OTHER (one form per individual)		
(2) Requesting employee/position: <u>Lupe Trevino</u> Department #: <u>280</u> Employee ID #: <u>022144</u> Office: <u>Sheriff's</u> Quantity: <u>10</u> Service: \$ <u>61.60</u> /mo (x) <u>10</u> months = <u>616.00</u> Account: <u>0-1100-421-00-280-001-0</u> <u>-532</u> Service: \$ _____/mo (x) _____ months = _____ Account: _____ <u>-619/664</u> Requisition Total: <u>616.00</u> Requisition Number: <u>167782</u>		
(3) Elected Official/Department Head Authorization for Request:  _____ <u>Lupe Trevino</u> <u>1-20-2010</u> Signature Print Name Date		
(4) Executive Office Authorization (Commissioner's Court Departments Only): _____ Signature Print Name Date		
(5) IT DEPARTMENT ONLY: Service Type Codes: <input type="checkbox"/> SPRINT UNLIMITED DATACARD PLAN -or- <input type="checkbox"/> SPRINT BE1000 + DATAPLAN		

Commissioner's Court Action: Commissioner's Court Date: _____

Approved Date: _____ Disapproved

*Current County cell phone policy stipulates that employees that have cell phones assigned to them will be taxed the value of the service. Please see the following IRS document for more information:
<http://www.irs.gov/govt/fslg/article/0,,id=167154,00.html>, EXAMPLE 2.*