

CELLULAR PHONE REQUEST FORM - W 1.3
HIDALGO COUNTY, TEXAS

(1) Type of Request:

- County Owned Department Assigned Cellular Service
- Equipment Replacement
- Delete Service

COUNTY OWNED / ASSIGNED CELL PHONE :

(2) Requesting employee Martinez, Eduardo #084891 Signature *Eduardo Martinez*

Quantity: 1

Service: \$ 27.50 / mo (x) 12 months = \$330.00 Account: 10-1100-432-00-123-001-0-532

Service: \$ 55.00 / mo (x) 1 months = \$55.00 Account: 10-1100-432-00-123-001-0-619/664

Requisition Total: \$385.00 Requisition Number: _____

(3) Elected Official/Department Head Authorization for Request:

Joe M. Flores Signature Joe. M. Flores Print Name 2-11-2010 Date

(4) Executive Office Authorization (Commissioner's Court Departments Only):

Signature Print Name Date

(5) IT DEPARTMENT ONLY:

Service Type Codes: POCKET \$25 Month Plan / Unlimited Talk, Text & US Long Distance

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.