

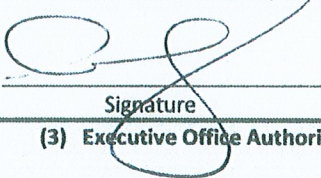
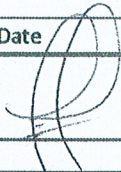
WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST		
County Owned Wireless Device: <input type="checkbox"/> Office Use <i>or</i> <input type="checkbox"/> Individual <input type="checkbox"/> Name Change <input type="checkbox"/> Equipment Change <input type="checkbox"/> Plan Change <input checked="" type="checkbox"/> Delete Service	Wireless Data Device: <input checked="" type="checkbox"/> Data Card <input type="checkbox"/> Blackberry <input type="checkbox"/> Other:	Stipend: <input type="checkbox"/> Cellular Telephone \$50/mo <input type="checkbox"/> Data Pad \$25/mo
COUNTY OWNED WIRELESS DEVICE		
Office Use / Employee: <u>Office Use</u> Employee ID# _____ Signature: _____ Department: <u>County Clerks</u> Dept#: <u>180</u> Quantity: <u>1</u> # (<u>1-956-207-7947</u>) Service: <u>\$49.99</u> mo (x) _____ months = _____ Account: <u>1-1100-41-40-180-001-0-532</u> Service: \$ _____/mo (x) _____ months = _____ Account: _____ - <u>619/664</u> Requisition Total: _____ Requisition Number: _____		
STIPEND		
(1) Employee: _____ Employee ID# _____ Signature: _____ Department: _____ Dept#: _____ Quantity: _____ Service: \$ _____/mo (x) _____ months = _____ Account: _____ - <u>532</u> Total: _____		
(2) Elected Official/Department Head Authorization for Request: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;"> </div> <div style="text-align: center;"> <u>Annette C. Muñiz</u> Print Name </div> <div style="text-align: center;"> <u>12/19/2011</u> Date </div> </div>		
(3) Executive Office Authorization (Commissioner's Court Departments Only): <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;"> _____ Signature </div> <div style="text-align: center;"> _____ Print Name </div> <div style="text-align: center;"> _____ Date </div> </div>		
(4) IT DEPARTMENT ONLY: Service Type Codes: <u>Deactivate 956-207-7947</u>		

Commissioner's Court Action: _____ **Commissioner's Court Date:** 12-27-11
 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/fsig/article/0,,id=167154,00.html>, EXAMPLE 2.

WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST		
County Owned Wireless Device: <input type="checkbox"/> Office Use or <input type="checkbox"/> Individual <input type="checkbox"/> Name Change <input type="checkbox"/> Equipment Change <input type="checkbox"/> Plan Change <input checked="" type="checkbox"/> <u>Delete Service</u>	Wireless Data Device: <input checked="" type="checkbox"/> <u>Data Card</u> <input type="checkbox"/> Blackberry <input type="checkbox"/> Other:	Stipend: <input type="checkbox"/> Cellular Telephone \$50/mo <input type="checkbox"/> Data Pad \$25/mo
COUNTY OWNED WIRELESS DEVICE		
Office Use / Employee: <u>Office Use</u> Employee ID# _____ Signature: _____		
Department: <u>County Clerks</u> Dept#: <u>180</u>		
Quantity: <u>1</u> # (<u>1-956-207-7134</u>)		
Service: \$ <u>49.99</u> /mo (x) _____ months = _____ Account: <u>1-1100-41-40-180-001-0-532</u>		
Service: \$ _____/mo (x) _____ months = _____ Account: _____ <u>-619/664</u>		
Requisition Total: _____ Requisition Number: _____		
STIPEND		
(1) Employee: _____ Employee ID# _____ Signature: _____		
Department: _____ Dept#: _____		
Quantity: _____		
Service: \$ _____/mo (x) _____ months = _____ Account: _____ <u>-532</u>		
Total: _____		
(2) Elected Official/Department Head Authorization for Request:		
	<u>Annette C. Muñiz</u>	<u>12/19/2011</u>
Signature	Print Name	Date
(3) Executive Office Authorization (Commissioner's Court Departments Only):		
_____	_____	_____
Signature	Print Name	Date
(4) IT DEPARTMENT ONLY:		
Service Type Codes: <u>Deactivate 956-207-7134</u> 		

Commissioner's Court Action:

Commissioner's Court Date: 12/27/11

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/istg/article/0,,id=167154,00.html>, EXAMPLE 2.

Revised: 03/09/2011