


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 checked="" type="checkbox"/> Equipment Change <input type="checkbox"/> Plan Change <input type="checkbox"/> Delete Service	Wireless Data Device: <input 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>Various Employees</u> Employee ID# _____ Signature: _____ Department: <u>Sheriff's</u> Dept#: <u>280</u> Quantity: <u>17</u> Service: \$ _____/mo (x) _____ months = _____ Account: _____ -532 Service: \$199.99/mo (x) <u>1</u> months = <u>\$3,399.83</u> Account: <u>2-1229-421-00-280-007-0</u> 619/55X Requisition Total: <u>\$4,255.83</u> Requisition Number: <u>224229</u> Note: <u>\$3,399.83 + 856.00 (Accessories) = \$4,255.83</u>		
STIPEND		
(1) Employee: _____ Employee ID# _____ Signature: _____ Department: _____ Dept#: _____ Quantity: _____ Service: \$ _____/mo (x) _____ months = _____ Account: _____ -532 Total: _____		
(2) Elected Official/Department Head Authorization for Request: <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="text-align: center;">  _____ Signature </div> <div style="text-align: center;"> <u>Commander Rene Gonzalez</u> _____ Print Name </div> <div style="text-align: center;"> <u>10/10/12</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: 10px;"> <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: _____		

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.