WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST

County Owned Wireless Device:	Wireless Data Device:	Stipend:
☐ Office Use *or* ☐ Individual	☐ Data Card	☐ Cellular Telephone $50/mo
☐ Name Change	☐ Blackberry	☐ Data Pad $25/mo
☐ Equipment Change	☐ Other:	
☐ Plan Change		
☑ Delete Service		

COUNTY OWNED WIRELESS DEVICE (956)225-5223 (SPRINT)

Office Use / Employee: TOMAS J. ARREDONDO Employee ID# 105899 Signature: [signature]

Department: PLANNING Dept#: 210

Quantity: 1

Service: $[redacted]/mo (x) [redacted] months = [redacted] Account: [redacted]532

Service: $_____/mo (x) ____ months = _____ Account: _____-619/664

Requisition Total: [redacted] **Requisition Number:** [redacted]

STIPEND

(1) Employee: _____ Employee ID#_____ Signature:_____

Department:_____ Dept#:_____

Quantity:_____

Service: $_____/mo (x) ____ months = _____ Account:_____-532

Total:_____

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

[signature] Tomas J. Arredondo 1-14-13

Signature | Print Name | Date

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

[signature] Valde Guerra 1/15/13

Signature | Print Name | Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: Deactivate Sprint Service

Commissioner's Court Action: **Commissioner's Court Date:** 1/29/13

☐ **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.

Revised: 03/09/2011