

# Requisition

Req # 00229092

PO #

Date: 01/10/13

Bill To: x  
x

Vendor : 287024  
VERIZON WIRELESS  
P.O. BOX 660108  
DALLAS TX 75266-0108

Ship To: Hidalgo County District Attorney  
100 North Closner 5th Floor  
Edinburg Tx 78539

Contact: ROXANA SEGOVIA  
956-318-2300

Contract No: DIR-SDD 1779

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
12.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-457-2562	77.32	927.84
12.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-207-2427	77.32	927.84
12.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-279-8479	77.32	927.84
12.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-827-9198	77.32	927.84
12.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-	77.32	927.84
12.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-	77.32	927.84
12.00	MONTH	BROADBAND ACCESS - STATE OF TEXAS - \$37.99	37.99	455.88
12.00	MONTH	BROADBAND ACCESS - STATE OF TEXAS - \$37.99	37.99	455.88
12.00	MONTH	BROADBAND ACCESS - STATE OF TEXAS - \$37.99	37.99	455.88
		Account No	Encumbrance	
		3-1223-412-00-080-007-0-532	6,934.68	
			Freight	.00
			Total	6,934.68
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: \_\_\_\_\_



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- BlackBerry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

956-457-2562 COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Rogelio Cazares Employee ID# 0006167 Signature:

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.32 /mo (x) 12 months = 927.84 Account: 3-1223-41200-080-007-0-532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

### STIPEND

(1) Employee: \_\_\_\_\_ Employee ID# \_\_\_\_\_ Signature: \_\_\_\_\_

Department: \_\_\_\_\_ Dept#: \_\_\_\_\_

Quantity: \_\_\_\_\_

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -532

Total: \_\_\_\_\_

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

Roy Cazares for Rene Guerra 1/18/2013  
Signature Print Name Date

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

\_\_\_\_\_  
Signature Print Name Date

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Americas Choice II 1000 Share

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use *or*  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

**COUNTY OWNED WIRELESS DEVICE**

956-207-2427

Office Use / Employee: Charles Vela Employee ID# 017477 Signature:

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.37 /mo (x) 12 months = 927.84 Account: 3-1223-412-00-080-007-0 -532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

### 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 \_\_\_\_\_ Print Name Roy Canares for Rene Gueng Date 1/18/2013

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

\_\_\_\_\_  
Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

**(4) IT DEPARTMENT ONLY:**

Service Type Codes: Americas Choice 11 1000 Shore

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

956-279-8479

**COUNTY OWNED WIRELESS DEVICE**

Office Use/Employee: Jorge Salazar Employee ID# 141917 Signature:

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.37 /mo (x) 12 months = 927.84 Account: 3-1223-412-00-080-001-0-532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: 96,934.68 Requisition Number: 229092

**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: \_\_\_\_\_ Print Name: Ray Lazares for Penobscot Date: 1/18/2013

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

\_\_\_\_\_  
Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

**(4) IT DEPARTMENT ONLY:**

Service Type Codes: Americas Choice 11 1000 Share

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/govt1/istg/article/0..id=167154.00.html>, EXAMPLE 2.



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

956-827-9198

**COUNTY OWNED WIRELESS DEVICE**

Office Use / Employee: Norma De La Rosa Employee ID# 195790 Signature: [Signature]

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.37 /mo (x) 12 months = 927.84 Account: 3-1223-42-00080007-0-532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

**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] Roy Cazares for Rene Guerra 1/18/2013  
Signature Print Name Date

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

\_\_\_\_\_  
Signature Print Name Date

**(4) IT DEPARTMENT ONLY:**

Service Type Codes: Americas Choice 11 1000 Share

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Santos Leal Employee ID# 177555 Signature:

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.37 /mo (x) 18 months = 927.84 Account: 3-1223-42-00080-007-0532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

### 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: \_\_\_\_\_ Print Name: Roy Carares for Rene Guerry Date: 1/8/2013

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

\_\_\_\_\_  
Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Americas Choice II 1000 Share

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or ~~Individual~~
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Linda M. Greenwood Employee ID# 195804 Signature: [Signature]

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.32 /mo (x) 12 months = 927.84 Account: 3-1223-4120008007-0 -532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

### 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] Ray Coronas for Rene Guena 1/18/13  
 Signature Print Name Date

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

\_\_\_\_\_  
 Signature Print Name Date

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Americus Choice II 1000 Share [Signature]

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST		
<b>County Owned Wireless Device:</b> <input type="checkbox"/> Office Use or <input checked="" type="checkbox"/> Individual <input type="checkbox"/> Name Change <input type="checkbox"/> Equipment Change <input type="checkbox"/> Plan Change <input type="checkbox"/> Delete Service	<b>Wireless Data Device:</b> <input checked="" type="checkbox"/> Data Card <input type="checkbox"/> Blackberry <input type="checkbox"/> Other:	<b>Stipend:</b> <input type="checkbox"/> Cellular Telephone \$50/mo <input type="checkbox"/> Data Pad \$25/mo
COUNTY OWNED WIRELESS DEVICE		
Office Use / Employee: <u>James R Wade</u> Employee ID# <u>031429</u> Signature: <u>James R Wade</u>		
Department: <u>District Attorney</u> Dept#: <u>080</u>		
Quantity: <u>1</u>		
Service: \$ <u>37.99</u> /mo (x) <u>12</u> months = <u>\$455.88</u> Account: <u>3-1223-41200800070</u> -532		
Service: \$ _____ /mo (x) _____ months = _____ Account: _____ -619/664		
Requisition Total: <u>\$6,934.08</u> Requisition Number: <u>229092</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:		
<u>[Signature]</u> <u>Roy Larrea</u> for <u>Rene Green</u> / <u>18/2013</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>Unl. Data Plan</u>		

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/irs/article0,,id=167154,00.html>, EXAMPLE 2



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Charles Vela Employee ID# 017477 Signature:

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 37.99 /mo (x) 12 months = \$455.88 Account: 3-1223-4120080-001-0 -532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

### 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: \_\_\_\_\_ Print Name: Roy Carrazes for Rene Guena Date: 1/18/2013

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

\_\_\_\_\_  
 Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Unl. Data Plan

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Jorge Salazar Employee ID# 141917 Signature:

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 37.99 /mo (x) 12 months = 455.88 Account: 3-1223-41200-080-007-0332

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: \$6,934.68 Requisition Number: 229092

### 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: \_\_\_\_\_ Print Name: Ray Coronas for Rene Guena Date: 1/18/2013

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

\_\_\_\_\_  
 Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Len1. Data Plan

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

# Requisition

**Req # 00229109**

**PO #**

**Date: 01/10/13**

**Bill To:**   x  
                  x

**Vendor :**   287024  
VERIZON WIRELESS  
P.O. BOX 660108  
DALLAS TX 75266-0108

**Ship To:**   Hidalgo County District Attorney  
                  100 North Clossner   5th Floor  
                  Edinburg Tx 78539

**Contact:**   **ROXANA SEGOVIA**  
                  **956-318-2300**

**Contract No:**   **DIR-SDD 1779**

**Special Instructions:**

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
8.00	MONTH	BROADBAND ACCESS - STATE OF TEXAS - \$37.99	37.99	303.92
8.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-929-4459	77.32	618.56
8.00	MONTH	AMERICAS CHOICE II 1000 SHARE UNLIMITED BLACKBERRY PHONES @ \$74.98 + TAX - 956-929-4460	77.32	618.56
		Account No _____	Encumbrance	
		3-1281-412-00-080-012-2-532	1,541.04	
			Freight	.00
			Total	1,541.04
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

**Authorized By:** \_\_\_\_\_



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Dale R. Booth Employee ID# 089483 Signature: D. Randolph Booth

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 77.39 /mo (x) 8 months = 105.56 Account: 3-1281-412-00-080-00-3-532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: 1,541.04 Requisition Number: 229109

### 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] Roy Carrazas for Renewal 1/18/2013  
 Signature Print Name Date

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

\_\_\_\_\_  
 Signature Print Name Date

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Americas Choice II 1000 Share

Commissioner's Court Action:

Commissioner's Court Date: 1/21/13

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/govt1/sg/article/0,,id=167154,00.html>, EXAMPLE 2.



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or  Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

956-979-4460

**COUNTY OWNED WIRELESS DEVICE**

Office Use / Employee: Patrick K. McCormick Employee ID# 173138 Signature: Patrick K. McCormick

Department: District Attorney Dept#: 080

Quantity: 1

Service: \$ 71.32 /mo (x) 8 months = 618.56 Account: 3-1281-412-0080-02-3 -532

Service: \$ \_\_\_\_\_ /mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: 1541.04 Requisition Number: 229109

**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] Ray Carazes for Rene Greene 1/18/2013  
Signature Print Name Date

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

\_\_\_\_\_  
Signature Print Name Date

**(4) IT DEPARTMENT ONLY:**

Service Type Codes: Americas Choice 11 1000 Share

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



# WIRELESS DEVICE REQUEST FORM W.2011.2

### TYPE OF REQUEST

**County Owned Wireless Device:**

- Office Use or Individual
- Name Change
- Equipment Change
- Plan Change
- Delete Service

**Wireless Data Device:**

- Data Card
- Blackberry
- Other:

**Stipend:**

- Cellular Telephone \$50/mo
- Data Pad \$25/mo

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Dale R. Booth Employee ID# 029483 Signature: D. Randolph Booth  
 Department: District Attorney Dept#: 080

Quantity: 1Service: \$ 37.99/mo (x) 12 months = \_\_\_\_\_ Account: 3-1281-412-00-080-012-3 -532

Service: \$ \_\_\_\_\_/mo (x) \_\_\_\_\_ months = \_\_\_\_\_ Account: \_\_\_\_\_ -619/664

Requisition Total: 1541.04 Requisition Number: 229109

### 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] Pry Caracas for Reno County 1/18/2013  
 Signature Print Name Date

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

\_\_\_\_\_  
 Signature Print Name Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: Unit - Data Plan

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