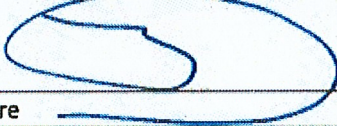






# WIRELESS DEVICE REQUEST FORM W.2011.2

<b>County Owned Wireless Device:</b> <input checked="" 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 type="checkbox"/> Delete Service	<b>TYPE OF REQUEST</b> <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
<b>COUNTY OWNED WIRELESS DEVICE</b>		
Office Use / Employee: Office Use	Employee ID#	Signature:
Department: Executive Office	Dept# 125	
Quantity: 1		
Service: \$37.99 /mo (x) 10 months = 379.90 Account: 3-1100-413-00-125-001-0-532		
Service: \$ /mo (x) months = Account: -619/664		
Requisition Total: 379.90 Requisition Number: 252439		
<b>STIPEND</b>		
(1) Employee:	Employee ID#	Signature:
Department:		
Dept#		
Quantity:		
Service: \$ /mo (x) months = Account: -532		
Total:		
(2) Elected Official/Department Head Authorization for Request:		
 Signature	Valde Guerra Print Name	11/20/13 Date
(3) Executive Office Authorization (Commissioner's Court Departments Only):		
 Signature	Valde Guerra Print Name	
(4) IT DEPARTMENT ONLY:		
Service Type Codes: 49. Mobile Broadband UWL.		

Commissioner's Court Action:

Commissioner's Court Date: 3/11/14

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.

**Requisition  
EXECUTIVE OFFICE**

Req # 00252439

PO #

Date: 02/21/14

Bill To: x  
x

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

Ship To: EXECUTIVE OFFICE  
2818 S BUSINESS HWY 281  
EDINBURG TX 78539

Contact: Lauro Torres  
956-292-7655

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
10.00	MONTH	DO NOT DUPLICATE ORDER VERIZON WIRELESS DATA CARD FOR OFFICE USE (37.00/MONTH)	37.99	379.90
		Account No _____	<u>Encumbrance</u>	
		4-1100-413-00-125-001-0-532	379.90	
			Freight	.00
			Total	379.90
		DATA CARD FOR OFFICE USE		
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

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