



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:
iphone 5S 16GB

Stipend:

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

COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Office Use Employee ID# _____ Signature _____

Department: District Attorney's Dept#: 080-002

Quantity: 1

Service: 70.80 /mo (x) 2 months = 141.60 Account: 5-1223-412-00-080-007-0-532

Service: \$5.00/mo (x) 2 months = 10.00 Account: 5-1223-412-00-080-007-0-532-619/664

Requisition Total: \$ 303.20 Requisition Number: 286224

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: [Signature] Print Name: Ricardo Rodriguez, Jr. Date: 09-08-2015

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

Signature _____ Print Name _____ Date _____

(4) IT DEPARTMENT ONLY:

Service Type Codes: The Verizon Plan X Large 12GB @ \$30.80 +
The Verizon Plan Line Charge @ \$40.00 + \$5.00 tx/fees/month

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



WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST		
County Owned Wireless Device: <input checked="" type="checkbox"/> Office Use or Individual <input type="checkbox"/> Name Change <input 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 checked="" type="checkbox"/> Other: <u>iphone 5s 16GB</u>	Stipend: <input type="checkbox"/> Cellular Telephone \$50/mo <input type="checkbox"/> Data Pad \$25/mo

COUNTY OWNED WIRELESS DEVICE

Office Use / Employee Office Use Employee ID# _____ Signature: _____

Department District Attorney's Dept#: 080

Quantity: 1

Service: \$ 70.80 /mo (x) 2 months = 141.60 Account: 5-1100-412-00-080-013-0 -532

Service: \$ 5.00 /mo (x) 2 months = 10.00 Account: 5-1100-412-00-080-013-0 -532
619/664

Requisition Total: \$ 303.20 Requisition Number: 286227

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] Ricardo Rodriguez, Jr. 8/5/15

Signature Print Name Date

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

 Signature Print Name Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: The Verizon Plan X Large 12GB @ \$30.80 +
The Verizon Plan Line Charge @ \$40.00 + \$5.00 txs/fees /month

[Signature]

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



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COUNTY OWNED WIRELESS DEVICE

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 Department District Attorney's Dept#: 080
 Quantity: 1
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 Service: \$ 5.00 /mo (x) 2 months = 10.00 Account: 5-1100-412-00-080-013-0-532-619/664
 Requisition Total: \$ 303.20 Requisition Number: 286227

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] Ricardo Rodriguez, Jr. 8/5/15
 Signature Print Name Date

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

 Signature Print Name Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: The Verizon Plan X Laver 12GB @ \$30.80 +
The Verizon Plan Line Charge @ \$40.00 + \$5.00 txs/fees / month

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



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Stipend:

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- Data Pad \$25/mo

COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Office Use Employee ID# _____ Signature: _____

Department: District Attorney's Dept#: 080-002

Quantity: 1

Service: \$ 70.80 /mo (x) 2 months = 141.60 Account: 5-1223-412-00-080-007-0532

Service: \$ 5.00 /mo (x) 2 months = 10.00 Account: 5-1223-412-00-080-007-0532 ~~619/604~~

Requisition Total: \$ 303.20 Requisition Number: 286224

STIPEND

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

Department: _____ Dept#: _____

Quantity: _____

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

Total: _____

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[Signature] Ricardo Rodriguez, Jr. 09/08/2015
Signature Print Name Date

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Signature Print Name Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: The Verizon Plan X Large 12GB @ \$30.80 +
The Verizon Plan Line Charge @ \$40.00 + \$5.00 taxes/fees/month.

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- Approved Date: _____
- Disapproved

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