



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: Various Employees Employee ID# _____ Signature: _____

Department: Sheriff's Dept#: 280

Quantity: 85

Service: \$ 47.99 /mo (x) 6 months = \$24,474.90 Account: 6-1229-421-00-280-007-0 -532

Estimated
Surcharges

Service: \$ 2.00 /mo (x) 6 months = \$1,020.00 Account: 6-1229-421-00-280-007-0 :618/664 532

Requisition Total: \$25,494.90 Requisition Number: 303408

STIPEND

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


Department: _____ Dept#: _____

Quantity: _____

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

Total: _____

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

 _____ Captain Raul Cantu _____ 08/02/2016
Signature Print Name Date

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

Signature Print Name Date

(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/gov/fslg/article/0_id=167154,00.html, EXAMPLE 2.

Revised: 03/09/2011