



# 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:  
IPhones

**Stipend:**

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

### COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Pct. 4 Office Use Employee ID# n/a Signature: Ellie TorresDepartment: Pct. 4 Dept#: 124Quantity: 4Service: \$ 279.96 /mo (x) 11 months = 3,079.56 Account: 9-1200-431-00-124-005-0-532Service: \$ 20.00 /mo (x) 11 months = 220.00 Account: 9-1200-431-00-124-005-0-532  
619/684Requisition Total: \$3,299.56 Requisition Number: 385839

### STIPEND

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

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

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

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

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

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

Ellie Torres Commissioner Ellie Torres 01/16/19  
Signature Print Name Date

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

Marica Salinas Marica Salinas 1/18/19  
Signature Print Name Date

### (4) IT DEPARTMENT ONLY:

Service Type Codes: Nationwide Intl. Mins. Email & Data  
Intl. + MHS NEW/M24/MSE Intl. @ \$69.99 + 5.00 As Salinas 1/18/19

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