

WIRELESS DEVICE REQUEST FORM W.2011.2

TYPE OF REQUEST		
County Owned Wireless Device: <input type="checkbox"/> Office Use or <input type="checkbox"/> Individual <input type="checkbox"/> Name Change <input type="checkbox"/> Equipment Change <input type="checkbox"/> Plan Change <input checked="" type="checkbox"/> Delete Service	Wireless Data Device: <input type="checkbox"/> Data Card <input type="checkbox"/> Blackberry <input checked="" type="checkbox"/> Other: Cell phone	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: WIC Dept#: 350

Quantity: 1 950-907-4943

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

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

Requisition Total: _____ Requisition Number: _____

STIPEND

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

Department: _____ Dept#: _____

Quantity: _____

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

Total: _____

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

Clarissa J Clarissa Ramirez 11/5/19
 Signature Print Name Date

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

Maria Salinas M. Salinas 11/15/19
 Signature Print Name Date

(4) IT DEPARTMENT ONLY:

Service Type Codes: Deactivate cell phone service for 950-907-4943
Nationwide for Business 400 @ \$24.99/mo

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/vstg/article0,,id=167164,00.html>, EXAMPLE 2.