



WIRELESS DEVICE REQUEST FORM W.2011.2

County Owned Wireless Device: <input 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	TYPE OF REQUEST Wireless Data Device: Data Card Blackberry Other:	Stipend: <input type="checkbox"/> Cellular Telephone \$50/mo <input type="checkbox"/> Data Pad \$25/mo
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COUNTY OWNED WIRELESS DEVICE

Office Use / Employee: Elected Official Use Employee ID# Signature:

Department: **Precinct 3 Commissioner Flores**

Quantity: 1

Service: \$ 39.99

Service: \$479.88 Account: 0-1200-431-00-123-005-0-532

Reg Total: \$159.96 Reg#: 409380

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) Joe M. Flores SV **Joe M. Flores** **Jan. 3, 2020**

Signature Print Name Date

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

Signature Print Name

(4) IT DEPARTMENT ONLY:

Service Type Codes: **4G Custom Nationwide Unl. Mins. + Msg Unl. + Email & Data Unl. @ \$39.99 + \$5.00 taxes/fees/permonth**

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

Requisition

Req # 00409380

PO #

Date: 01/30/20

Bill To:

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

Ship To: HIDALGO CO. PCT 3
724 N. BREYFOGLE
MISSION TX 78574

Contact:

Contract No: DIR-TSO-3415

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		State of Texas Contract # DIR-TSO-3415 expires 4-27-2020 DO NOT DUPLICATE ORDER		
4.00	MONTH	CO 4G Custom Nationwide Unl Mins+Msg Unl+Email & Data Unl	39.99	159.96
4.00		CO Taxes and Fees (estimate)	5.00	20.00
		Account No _____	<u>Encumbrance</u>	
		0-1200-431-00-123-005-0-532	179.96	
			Freight	.00
			Total	179.96

Authorized By: _____