Baylor University
Application for Cell Phone and/or Wireless Data Device

Date__________
Name of person requesting phone ________________________________
Departmental budget number  ________________________________
Contact phone number   ________________________________

Equipment requested, check one:       Cell phone ___    Blackberry___    Treo___

There is a cost for the equipment, and data devices require an annual licensing fee. Prices may be viewed at
http://www.baylor.edu/content/services/document.php?id=39318.

Justification: __________________________________________________________________________
_________________________________________________________________________________________

The recommended subscription plan for voice is: $40.50 for 550 anytime minutes (pooled).
The recommended voice/data plan bundle is: $76.40 for 550 anytime minutes (pooled) and unlimited data usage.
Domestic long distance is included.
If you need accessories for your cell phone, please contact Janet Knox (710-3310) for pricing and ordering
instructions.
_________________________________________________________________________________________

I understand that cell phone service is a taxable personal benefit, unless I sign the Employee Cellular Phone
Agreement located at http://www.baylor.edu/content/services/document.php?id=39317.

I understand that this cell phone and/or data device is the property of Baylor University. When my wireless
subscription is terminated or transferred, I will return the cell phone or data device to my supervisor.

Applicant's Signature __________________________________________

Department Head Approval ______________________________________

Please return this form to Janet Knox, Coordinator of Telephone Services, OBP 97092
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For office use only:
Cellular equipment requested    _____________________________