

Data Card Request Form



TEXAS WOMAN'S
UNIVERSITY™

Procurement and Contract Services • Purchasing

****Request a price quote by sending an email to procure@twu.edu before submitting this form****

JUSTIFICATION

Employee Name

Request Date

Department

JUSTIFICATION

TYPE OF EQUIPMENT/SERVICE

Type of Card Requested and Amount

Select Data Plan

Data Plans Available

Price

\$ _____ AT&T DataConnect Momentum 5G (LTE Tablet)

\$ _____ AT&T DataConnect 5G Laptop Connect

\$ _____ Verizon Wireless 4G LTE Laptop

\$ _____ Other (Please Specify in Box Below)

Effective Dates:

Source Account:

AUTHORIZATION

The undersigned employee responsible for the Data Card request hereby states that I understand the responsibilities of managing my Data Card. This form and a requisition should be submitted to the Purchasing Department in order for the request to be processed.

Employee Signature

Date

Department Authorized Signature

Date

Provost or Vice President Signature

Date