COLORADO COLLEGE

Office of Finance & Administration
(719) 389-6693

14 E. Cache La Poudre St.
Colorado Springs, CO 80903

Cellular Phone Allowance Form

When complete, please forward to Payroll

For eligibility guidelines please refer to the cell phone procedure.

Date _____

Employee Name _____

Job Title _____

Department _____

Cell Phone Number _____

Allowance Level *

- ☐ $30 per month -- Average Usage
- ☐ $60 per month -- High Usage and/or Smart Phone

Employee: _____ _____
Print Name Signature

Supervisor: _____ _____
Print Name Signature

Cabinet Member: _____ _____
Print Name Signature