

CELLULAR TELEPHONE USE AGREEMENT

I have received and read a copy of Cortland County's Cellular Telephone Policy and agree to follow all policies and procedures that are set forth therein. I am aware that violations of the policy may subject me to disciplinary action, up to and including discharge from employment.

I acknowledge receipt or possession of the following cellular telephone(s) and any related equipment:

Employee Signature

Date

Employee Printed Name

Department Head Signature

**Original to employee's personnel file
Copy to IT**

Equipment returned:

Employee Signature

Date

Department Head Signature