



**TEXAS WOMAN'S**  
UNIVERSITY™

Complete form, obtain signatures, and email form to JMiller@twu.edu. Once card pick-up time/date has been scheduled, ensure to provide picture ID at time of card pick-up. Questions, may be directed Janel Sprayberry x3532/JMiller@twu.edu.

## **SPRINT LONG DISTANCE CARD CERTIFICATION**

*This form supersedes all previous certifications, which become null and void upon completion of this form.*

**Sprint Card Number:** \_\_\_\_\_

I, \_\_\_\_\_, certify that I am the custodian of the above referenced Sprint calling card which is to be used for the purpose of conducting Texas Woman's University business only.

As the custodian of this card, I understand that the use of this calling card for purposes other than TWU business is a violation of both State of Texas and TWU policies and procedures.

I also understand that I am responsible for the calls made using this card, its safekeeping, and have the obligation of returning the card to Procurement Services prior to my termination date.

**Department Account Number (to be charged):** \_\_\_\_\_

**Department & Extension:** \_\_\_\_\_

**Sprint Cardholder Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Budget Supervisor/Account Approver Name:** \_\_\_\_\_

**Budget Supervisor/Account Approver Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



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**Procurement &  
Contract Services  
PO Box 425439  
Denton, TX 76204-5439  
940.898.3535**