

Paying an Award, Prize or Research Subject Payment to a Foreign National

Name of Foreign National: _____
Title of Activity: _____
Date of Activity: _____

Pre-payment planning:

Note: Comprehensive planning is not needed for this type of payment. Tax treaty exemptions will not apply. Federal withholding tax will be withheld at the rate of 30% from all of these types of payments.

Department and foreign national complete the following and department sends to AP:

- Copy of passport picture page
- Copy of visa page and/or port of entry stamp page in passport
- Direct Pay Check Request

How will the foreign national be paid (check one):

- Will pick up check from Mailing Services. You will receive email when the check is ready **OR**
- Wire funds (additional fee of \$18.00 applies) **OR**
- Check should be mailed directly to foreign national's address