



FORT HAYS STATE UNIVERSITY

Taxpayer Acknowledgement

Name of Payee: _____
(Print Full Name)

I understand that the value of the payment or prize may be taxable as income, and that I am responsible for any applicable taxes. I understand that before I can receive the payment or prize, I must complete either an IRS Form W-9 (U.S. citizen or a Resident of the U.S. for tax purposes) or an IRS Form W-8BEN (Nonresident Alien for tax purposes).

Are you a U.S. Citizen/Entity or a Resident Alien for U.S. tax purposes? Yes _____ No _____

If you checked "yes" above, complete the IRS Form W-9.

If you checked "no" above, you must contact Student Fiscal Services at (785) 628-5892 for assistance in completing the IRS Form W-8BEN (Nonresident Alien tax compliance documentation),

Are you an employee of the State of Kansas? Yes _____ No _____

Value of payment or prize for State of Kansas employees may be added to employee's annual W-2.

I understand that I may choose to decline the payment or prize and not complete/sign this Acknowledgement.

Date: _____

Payee Signature

DEPARTMENT COMPLETE FOR GPA ONLY:

Event Name: _____ GPA Number: _____

Event Host: _____