

UNIVERSITY OF NEBRASKA
Visiting Personnel / Nonresident Alien Independent Contractor
Miscellaneous Expense Voucher

Please legibly print name and address information!

Legal Name _____	Purpose _____
FTIN (SSN / EIN / ITIN) _____	Dates of Visit _____
Home Address _____	<input type="checkbox"/> US Citizen / Resident Alien (Green Card)
	<input type="checkbox"/> Non-Resident Alien (attach copy of I-94, visa and passport)
	If box is checked, route to Payroll Office for approval before A/P.
City _____ State/Province _____	<input type="checkbox"/> J1 <input type="checkbox"/> H1 <input type="checkbox"/> F1 <input type="checkbox"/> Other _____
	DS-2019 I-797 DS-2019
Country _____ Zip/Postal Code _____	<input type="checkbox"/> B1/B2* <input type="checkbox"/> Canadian* *The B1/B2 Affidavit Form is required to be completed, signed and attached to this voucher prior to payment.
	Date of Arrival in US _____
Payee Signature _____	Citizen of _____ country.

I hereby attest that my response and the information provided on this form is true, complete and accurate and may be used to verify my lawful presence in the U.S.

DESCRIPTION	G/L ACCOUNT	AMOUNT
Independent Contractor Fee/Honorarium* Location of Services Provided _____ <small>*Non-resident Nebraska income tax withheld where applicable</small>	526__	
Travel Expenses: Meals** Lodging (Attach Receipts) Commercial Fare (Attach Receipts) Parking (Attach Receipts) Mileage <small>**For meals over \$46.00 per day (Nebraska) or \$61.00 per day (Omaha) itemized receipts/listing required. For single meals greater than \$25.00, itemized receipt/listing required.</small>	Non-Recruitment 526001 Recruitment 52210	
Study Participant, IRB# _____	526902	
Other (Miscellaneous expenses over \$5.00 require receipts)		
Royalty Payment	521804	
TOTAL		

Dept Name _____	Dept Zip Code _____
Preparer's Name _____	Phone _____
Cost Center/WBS Element _____	
Department Signature Approval _____	Date _____

To be completed by the Payroll Office:																		
Tax Treaty Country _____	Fed Tax Type = F1 <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td align="center" colspan="4">Fed Tax Code</td></tr> <tr> <td align="center">Y1= 5%</td> <td align="center">Y2=10%</td> <td align="center">Y3=12.5%</td> <td align="center">Y4=15%</td> </tr> <tr> <td align="center">Y5=30%</td> <td align="center">Y6=0%</td> <td align="center">Y7=30%</td> <td align="center">Y8=20%</td> </tr> </table>	Fed Tax Code				Y1= 5%	Y2=10%	Y3=12.5%	Y4=15%	Y5=30%	Y6=0%	Y7=30%	Y8=20%	State Tax Type = S1 <table border="1" style="width:100%; border-collapse: collapse;"> <tr><td align="center" colspan="2">StateTax Code</td></tr> <tr> <td align="center">Y0=0%</td> <td align="center">Y9=4%</td> </tr> </table>	StateTax Code		Y0=0%	Y9=4%
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Payroll Approval _____