

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

Please legibly print name and address information!

Legal Name _____ FTIN (SSN / EIN / ITIN) _____ Home Address _____ _____ City _____ State/Province _____ _____ Country _____ Zip/Postal Code _____ Payee Signature _____	Purpose _____ Dates of Visit _____ <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. <input type="checkbox"/> J1 <input type="checkbox"/> H1 <input type="checkbox"/> F1 <input type="checkbox"/> Other _____ <small>DS-2019 I-797 DS-2019</small> <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 _____ Citizen of _____ country.
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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 \$39.00 per day (Nebraska) or \$49.00 per day (Omaha) itemized receipts/listing required. For single meals greater than \$25.00, itemized receipt/listing required.</small>	Non-Recruitment 526001 Recruitment 522100	
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 Fed Tax Code _____ <small>Y1= 5% Y2=10% Y3=12.5% Y4=15% Y5=30% Y6=0% Y7=30% Y8=20%</small>	State Tax Type = S1 State Tax Code _____ <small>Y0=0% Y9=4%</small>	Rec. Type _____ <small>Royalties=12 Ath/Ent=20 Ind Cont= 16 Corp=50</small>
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Payroll Approval _____