

**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.
Payee Signature _____	Date of Arrival in US _____
	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 Recruitment	526001 522100
Study Participant, IRB# _____		526902
Other (Miscellaneous expenses over \$5.00 require receipts)		
Royalty Payment		521804
<b>TOTAL</b>		

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

<b>To be completed by the Payroll Office:</b>	Fed Tax Type = F1	State Tax Type = S1
Tax Treaty Country _____	Fed Tax Code _____	StateTax Code _____
	Y1= 5% Y2=10% Y3=12.5% Y4=15% Y5=30% Y6=0% Y7=30% Y8=20%	Y0=0% Y9=4%
		Rec. Type _____ Royalties=12 Ath/Ent=20 Ind Cont= 16 Corp=50

Payroll Approval \_\_\_\_\_