



Helpful Links:

Payroll Services:

- [Independent Contractor Information Form](#)
- [Independent Contractor Payment Determination Procedures](#)
- [Payroll Voucher Form](#)
- [Payroll Voucher Instructions](#)
- [IRS Form W-9](#)
- [IRS Form W-9BEN](#)

Purchasing, Accounts Payable & Travel:

- [Professional Service Agreements \(PSAs\)](#)
- [Purchase Requisitions \(Preqs\)](#)
- [Sole Source Purchase Justification Form](#)

Contact Information:

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- [Purchasing, Accounts Payable & Travel](#)

Key:

- EAD = Employment Authorization Card
- FEIN = Federal Employee Identification Number
- ITIN = Individual Tax Identification Number
- NRA = Non-resident Alien
- Preq = Purchase Requisition
- PSA = Professional Services Agreement
- RA = Resident Alien
- SSN = Social Security Number