



## COMPLIANCE STATEMENT FOR PAYMENTS TO VISITORS IN BUSINESS OR TOURIST STATUS

**Eligibility for Payments:** Visitors in business or tourist status (B-1, B-2, WB, WT) may be paid honoraria or reimbursed for travel expenses if (a) the visitor is engaged in the activity being compensated for any portion of nine days or less, **and** (b) the visitor has not been paid or reimbursed by more than five other U.S. institutions or organizations during the past six months.

### Visitor Information:

Last Name (Family Name) \_\_\_\_\_  
As stated on Social Security card or Individual Taxpayer Identification Number (ITIN) documents

First Name (Given Name) \_\_\_\_\_  
As stated on Social Security card or Individual Taxpayer Identification Number (ITIN) documents

Social Security Number \_\_\_\_\_ **or** ITIN \_\_\_\_\_

Dates of Activity for Which Visitor is Being Paid \_\_\_\_\_

Briefly Describe the Activity

Immigration Status \_\_\_\_\_

**Statement of Visitor:** I attest that I have been engaged in the activities described above for the benefit of The University of Iowa for any portion of nine days or less, and, that I have not been paid or reimbursed by more than five other U.S. institutions/organizations during the past six months.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Statement of Department Head:** As sponsor of the above individual, I attest that the individual has been engaged in the activities described above for the benefit of The University of Iowa for any portion of nine days or less, and, that the activities for which the individual is paid or reimbursed are within the broad realm of customary academic activities associated with teaching, research, public service, or academic administration or operations.

Signature \_\_\_\_\_ Date \_\_\_\_\_

### Please Attach This Statement to The University of Iowa Payroll Voucher

**Note:** Honoraria and travel expenses may be paid to B-2 and WT visitors only under the eligibility requirements noted above. Honoraria may be paid to visitors in B-1 and WB status only under the above eligibility requirements. Travel reimbursements may be made to any B-1 or WB visitors. All payments are subject to standard university policies and procedures.