



FOREIGN VISITOR SUPPLEMENT

Rev. 12/09

Organizational units should complete this form and submit it with or attach it to any Personal Services Contract, Limited Services Engagement Form, Non-UC-Student Scholarship/Fellowship form or Royalty Payment form for which the payee is *neither* a US citizen *nor* a Lawful Permanent Resident (green-card holder). It is the responsibility of the sponsoring organizational unit to ensure the visitor has an appropriate immigration/visa status that allows for payments. This form should be completed by the visitor **prior to** engaging in the agreed-upon activities. The sponsoring organizational unit should contact UC International Services with any questions about UC's ability to pay honoraria or other amounts to this visitor. If the visitor is eligible for tax treaty benefits and does not have a US Social Security Number or Individual Taxpayer Identification Number (ITIN), the visitor will need to schedule an appointment with UC International Services during their visit at UC. Failure to do so will result in up to 30% tax withholding. Complete instructions for making payments to international visitors performing limited services can be found at <https://www.uc.edu/international/services>.

This form accompanies a: Personal Services Contract or Limited Serv. Eng. Form Non-UC-Student Schol. / Fel. Royalty Payment

Payee Name

Social Security Number or IRS-issued "ITIN"

Country of Citizenship:

Country issuing passport:

Visa Information for this visit

Date of Entry into US Date of Exit from US Immigration/Visa Status If J-1, enter subtype

Visa Information for previous visits to the US

Check here **if** you know the payee has already checked in with UC International Services on this visit or his/her most recent visit. In that case, we will pull the information on previous visits from our foreign visitor database.

Otherwise, please complete the following information for all visits to *anywhere in the United States* (not just to UC) during the past six years. If more space is needed, please attach separate sheet.

Date of Entry into US Date of Exit from US Immigration/Visa Status If J-1, enter subtype

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For Personal Services Contracts (PSCs) and Limited Services Engagement Forms (LSEFs): Submit this form and the PSC or LSEF to UC International Services (ML 0640). Include a copy of the I-94 card (front and back); a copy of the passport ID page; Form 8233 for tax treaty benefits, if eligible; original receipts for any reimbursements; and an A114 Request for Payment.

Completed by: Date