



CASH PRIZE/AWARD ACKNOWLEDGEMENT FORM

This form should be used to report all prizes in the form of cash/gift certificates (cash value) awarded with Minot State University funds to an individual at a MSU sponsored event, e.g. contest prize, drawing, etc. These amounts are reported to the IRS (Internal Revenue Service) by MSU.

Recipient Name: _____

MSU ID: _____

U.S. SSN: _____

Address: _____

U.S. Citizen/Permanent Resident (must also complete Form W-9)

Non-U.S Citizen (Country) _____ (There is a high probability that this amount will require Federal tax withholding. You will be notified via email or letter of any amounts owed). Email: _____

Must also complete/provide ALL of the following:

- Foreign National Information Form (completed)
- Form W-8BEN (completed)
- Copy of U.S. SSN or complete Form W-7 (if you do not have a U.S. SSN)
- Copy of I-94
- Copy of I-20 – (usually 2 pages)
- Copy of passport (must be U.S. Visa Page or Canadian passport page)

DATE	PRIZE/AWARD DESCRIPTION	DOLLAR VALUE

I certify that the above information is accurate and true. I agree to pay any tax responsibility caused by this event (for non-U.S. Citizens only).

Signature of Recipient

Date