

Scholarship/Award/Donation Request

Complete a separate Request form for each payment and attach to a Check Request Form

Student Organization Finance Center

Date 10/1/2007

Name of Organization

Account #

Sub Account #

Company P-1

944370 - 10000

Scholarship

The above organization wishes to award a scholarship to _____ in the amount of \$ _____.
No service was provided in exchange for this scholarship.

_____ This recipient is a student of Texas A&M University and their UIN is _____.

_____ This recipient is **not** a student of Texas A&M University and a IRS W-9,
or TAMU substitute W-9, is attached.

Award

The above organization wishes to present a cash award to _____ in the amount of \$ _____.

_____ This recipient is a student or employee of Texas A&M University and their UIN is _____.

Please check appropriate statements below.

If your award winner is a TAMU Employee, he/she is subject to FIT, OASA, and OAHl taxes. If you wish that they receive a payment for the exact above amount it may be necessary to "gross up" your request and it will result in additional charges to your SOFC account. Please call the SOFC, 845-1114, for an estimate of these additional costs.

You approve the individual to receive the exact amount noted above and the organization approves additional account charges related to this payment. []. or,

You wish for these taxes to be withheld from the above amount and your account will be charged only the amount named above (the payment issued to the recipient will be less than the above amount because taxes will be withheld from the payment). [].

_____ This recipient is **not** a student or employee of Texas A&M University and a IRS W-9,
or TAMU substitute W-9, is attached.

Donation

The above organization wishes to donate \$ 1000.00 to
March of Dimes, Federal Identification Number On File.

The recipient's IRS W-9, or TAMU substitute W-9, is attached.

Student Leader Signature

phone 845-8822

email sjones10@tamu.edu

Advisor Signature

phone 458-1708

email swedemeier@tamu.edu

Scholarship/Award/Donation Request

Complete a separate Request form for each payment and attach to a Check Request Form

Student Organization Finance Center

Date 10/1/2007

Name of Organization

Account #

Sub Account #

Company P-1

944370 - 10000

Scholarship

The above organization wishes to award a scholarship to Thomas Black in the amount of \$ 100.00. No service was provided in exchange for this scholarship.

This recipient is a student of Texas A&M University and their UIN is 127-00-1234.

This recipient is **not** a student of Texas A&M University and a IRS W-9, or TAMU substitute W-9, is attached.

Award

The above organization wishes to present a cash award to _____ in the amount of \$ _____.

This recipient is a student or employee of Texas A&M University and their UIN is _____.

Please check appropriate statements below.

If your award winner is a TAMU Employee, he/she is subject to FIT, OASA, and OAHl taxes. If you wish that they receive a payment for the exact above amount it may be necessary to "gross up" your request and it will result in additional charges to your SOFC account. Please call the SOFC, 845-1114, for an estimate of these additional costs.

You approve the individual to receive the exact amount noted above and the organization approves additional account charges related to this payment. []. or,

You wish for these taxes to be withheld from the above amount and your account will be charged only the amount named above (the payment issued to the recipient will be less than the above amount because taxes will be withheld from the payment). [].

This recipient is **not** a student or employee of Texas A&M University and a IRS W-9, or TAMU substitute W-9, is attached.

Donation

The above organization wishes to donate \$ _____ to _____, Federal Identification Number _____.

The recipient's IRS W-9, or TAMU substitute W-9, is attached.

Student Leader Signature

phone 845-8822

email sjones10@tamu.edu

Advisor Signature

phone 458-1708

email swedemeier@tamu.edu