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Sub-Account Number

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Date (mm/dd/yyyy)

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Scholarship/Award/Donation Request

Student Organization Finance Center

Texas A&M University

Mail Stop 1236

College Station, TX 77843-1236

Student Organization Name:

Voucher #:

E

Recipient's Information: (Name, Address, City, State, Zip)

 Mail Pickup

Recipient's amount:

\$ _____

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. 5910 UGrad 5915 Grad**Award** This recipient is a student of Texas A&M University and their UIN is _____**Purpose of Cash Award (Required):**

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 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 5453**

Federal Identification Number _____

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

Is the individual receiving the benefit a U.S. citizen or legal permanent resident?

Yes: No:

If no, please attach a copy of your Visa/Passport.

Student Organization Leader's Signature Date Phone Number

Faculty/Staff Advisor Signature Date Phone Number

Additional Signature(s) as referenced on signature request form. Date

Privacy Policy "State law requires that you be informed of the following: (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you."