

Foreign National Data Collection Form

The purpose of this form is to obtain information necessary to comply with federal law and determine whether Brown University may make a payment to you given your current immigration status. This form is not for individuals hired through Human Resources. Brown employees may not be paid for services outside of the payroll system. It is intended for independent contractors, guest lecturers, speakers, and guest scholars.

This form must be returned to the department requesting payment and submitted with the contract and/or payment request. All applicable questions must be answered and copies of the following documents must be provided and attached to this completed form.

- Copy of passport page showing name, number and photo
- Copy of US Visa
- Copy of I-94 Form (front and back) (the small card stapled to the inside of your passport) or passport stamp for visa waiver in lieu of I-94.
- Copy of I-797 (If a performing artist)
- Copy of DS-2019 (if you are a J1 student or non-student)

| | | | | | | | | |
|---|---|---|--|---|---|---|---|--|
| (1) Last or Family Name: | | First Name: | | Middle: | | | | |
| (2) US Social Security or ITIN #: | | | (3) Country of Citizenship: | | | | | |
| (4) Passport number: | | | (5) US I-94 Arrival/Departure Number (if applicable): | | | | | |
| (6) US Local Street Address: | | | (7) Foreign Residence Address: | | | | | |
| City/State/Zip: | | | City/Province or Region: | | | | | |
| Email Address: | | | Country: | | | | | |
| Phone Number: | | | Postal Code: | | | | | |
| (8) Is your tax residence/home the same as your foreign residence address? ____ Yes ____ No | | | If no, name the country of your tax residency/home. | | | | | |
| (9) Current Immigration Status (please check): | F-1 Student <input type="checkbox"/> | J-1 Student <input type="checkbox"/> | J-1 Researcher/Professor Category <input type="checkbox"/> | J-1 Short-term Scholar Category <input type="checkbox"/> | B-1 or WB Business Visitor <input type="checkbox"/> | B-2 or WT Tourist Visitor <input type="checkbox"/> | P-1, P-2, P-3 Athlete, Performing Artist or Group <input type="checkbox"/> | US Permanent Resident (Green Card Holder). Skip remaining questions and sign this form. <input type="checkbox"/> |
| (10) When did you arrive in the United States under this immigration status? | | | (11) What is the expiration date of this current immigration status? | | If you completed an ESTA, please note ESTA is NOT a visa type. The Customs Agent stamped your passport and noted WB or WT – that is your visa type. | | | |
| (12) Have you ever entered the United States under the current or different immigration status? ____ Yes ____ No If yes, list all visa immigration activity in the last 5 calendar years for the time(s) you were present in the US. Approximate if you do not know the exact dates. | | | | | | | | |
| Date of Entry | Date of Exit | With what Visa Type? | Primary Activity | Did you Take any Treaty Benefits? | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ NO | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ No | | | | |
| | | | | ____ Yes ____ No | | | | |
| I hereby certify that all of the above information is true and correct. I agree that if my status changes from that which I have indicated on this form, I will prepare and submit a new Foreign National Data Collection Form. | | | | | | | | |
| _____ Signature | | | _____ Date | | | | | |

Additional Acknowledgement for B-1/B-2 or WB/WT (visa waiver via ESTA) 1. The activities will last no longer than 9 days at Brown University. 2. I have not accepted honoraria and incidental expenses as a B-1/B-2 or WB/WT (visa waiver) visitor from more than 5 institutions or organizations in the previous 6 months.

Contractor Signature: _____ **Date:** _____

If you wish to claim exemption from United States income taxes because your country of permanent residence has a tax treaty with the United States, you must complete every section of this form and you must attach IRS form 8233 (Exemption from Withholding from Compensation on Independent Personal Services of a Nonresident Alien Individual). If we determine that your personal situation does not make you eligible to claim an exemption from income taxes, taxes will be withheld from your payment.