

Cash Payments/Prizes/Awards Receipt Form

Name of Recipient:

☐ BSU Employee (**direct form to Office of Payroll & Employee Benefits**)

☐ BSU Student (**direct form to Accounting Office**)

☐ Other (**direct form to Accounting Office**)

BSU ID#

Department Name:

Prize/Award Amount:

Prize/Award Description:

I understand that by claiming the prize or award indicated above I will be subject to tax reporting which **may** include any of the following: a Form 1099-MISC or Form 1042-S issued by Ball State University detailing the value of the prize/award or the value of the prize/award being added to my Form W-2.

Recipient Signature: