

# Cash Payments/Prizes/Awards Receipt Form

Name of Recipient:

Ball State Employee (**direct form to Office of Payroll & Employee Benefits**)

Ball State Student (**direct form to Office of Accounts Payable**)

Other (**direct form to Office of Accounts Payable**)

Ball State ID#

Department Name:

Prize/Award Amount:

Prize/Award Issue Date:

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:**

*This information is not intended as tax advice but rather to alert you of potential tax ramifications and IRS rules. The University is not providing you with tax advice nor attempting to evaluate your particular situation. You are urged to consult your own tax advisor(s) or the IRS concerning the Federal, State, and employment tax ramifications of your particular situation.*