



Name of Awardee: _____

Unit: _____ Award Amount: _____

INSTRUCTIONS: Complete section A, B, or C

A. Mail to: _____

Email: _____

B. Hold for Pickup at: _____

C. Deliver to: _____

Authorized Official: _____ Title: _____

Date: _____

PLEASE NOTE

Travel Grants given by American Physical Society (APS) of \$600 and greater may be taxable compensation to the recipient.

If the recipient is a US Citizen or Resident Alien, the IRS requires a form W-9 to be completed and signed.

If the recipient is a non-US Citizen and/or is not required to pay US income taxes, the IRS requires a form W-8BEN to be completed and signed.

APS is required to send recipients of US \$600 or more, a Form 1099 MISC at year end.

Eligible Recipients must complete **either** a Form W-8BEN or W-9.

Send completed form by email or mail:

Email: Payable-Units@aps.org

Mail: American Physical Society
Attn: Accounts Payable
1 Physics Ellipse
College Park, MD 20740-3844