## INDEPENDENT CONTRACTOR SERVICES FORM

### Name of Independent Contractor

**Contractor (full name of person):**

Address:

### Citizenship Status:

<table>
<thead>
<tr>
<th>U.S. Citizen</th>
<th>Resident Alien</th>
<th>Nonresident Alien:</th>
</tr>
</thead>
</table>

**Visa/NAFTA status:**

**Country of citizenship:**

### Estimated Reimbursement

<table>
<thead>
<tr>
<th>$</th>
<th>Project</th>
<th>Task</th>
<th>Award</th>
<th>Taxpayer Identification Number (TIN/SSN):</th>
</tr>
</thead>
</table>

**Fee:** $  
**Expenses:** $  
**Total:** $

### Scheduled Dates of Performance

### Name of country where services are to be performed

### Description of Services to be performed

### Criteria for the classification of the person as an independent contractor (attach separate sheet if necessary)

### Contractor Selection Criteria

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**CERTIFICATION OF THE PROJECT DIRECTOR**

I certify that the work to be performed is essential to the project, that the services cannot be provided by any other person receiving salary support under the grant, and that the rate is appropriate based on the qualifications of the selectee and the nature of the work to be done.

_____________________________    _____________________
**Signature of the Project Director**    **Date**

### Approved:

_____________________________    _____________________
**(Operations Manager)**    **Date**

* Refer to reverse side of form for applicable definitions.
Citizens Status Definitions

Resident Alien
The term applied by the IRS to a noncitizen in the U.S. who either holds an Alien Registration Receipt Card (INS-551), commonly known as a “Green Card,” representing approval from the U.S. Immigration and Naturalization Service to remain in the U.S. for an indefinite period of time, or meets the requirements of the substantial presence test for taxation and withholding purposes.

Nonresident Alien
The term applied by the Internal Revenue Service (IRS) to a person in the U.S. who is neither an U.S. citizen nor a resident alien.

Visa Status
Nonresident aliens who have a visa must indicate the type of visa that they hold. The visa type can be obtained from the visa or from the alien's Arrival/Departure Record (Form I-94). The visa type determines the type of payment the nonresident alien can receive.

NAFTA Status
Canadian and Mexican business persons can enter the U.S. under one of four categories covered under the North American Free Trade Agreement (NAFTA). Only two of the four categories apply to Research Foundation business. The alien must indicate that they are either a B-1 Temporary Business Visitor or a TN Professional.