

Section B: Statement of Visitor

I attest that I have been/will be engaged in the activities described above for the benefit of South Texas College for nine days or less. I further attest that I will not have been paid or reimbursed by more than five other U.S. institutions or organizations during the six month period immediately prior to my visit to South Texas College.

Signature

Date

Print Name

Section C: Statement of Department Personnel

As the sponsor of the above individual I attest that the individual will be engaged in the activities described above for the benefit of South Texas College for nine days or less. I also attest that the activities for which the individual is being paid or reimbursed are within the broad realm of customary academic activities.

Signature

Date

Print Name

Department

Note Disclosure:

- The foreign individual completing this form must also submit BO-3420 Foreign Status for Federal Tax Withholding Form.
- The BO-9300 and BO-3420 forms must be completed and submitted to the Business Office Tax Department along with copies of required documentation and IRS forms.
- The forms BO-9300 and BO-3420 will be reviewed by the Business Office Tax Department and Purchasing Department.
- If the foreign national's tax residency status is that of a nonresident alien for U.S. tax purposes, as determined by information provided on BO-3420, all honorarium payments are subject to 30% tax withholding unless an income tax treaty between the U.S. and the foreign national's country allows for a reduced rate of tax withholding.
- Please contact your tax consultant regarding any tax questions or issues.

Contact Information

Business Office Tax
Vanessa Balderrama
Accounting Group Manager
(956) 872-4674

Purchasing
Rebecca Cavazos
Director of Purchasing
(956) 872-4683