Brown University

Prize Form

Use this form to accompany a miscellaneous payment for a prize. **A prize is given as a reward in recognition of an outstanding achievement or to the winner(s) of a competition. The payment is not restricted to the recipient's work or research goals**.

Prizes are taxable payments. US Residents will receive a Form 1099 if payments during a calendar year are $2,000 or more. Nonresident Aliens will receive a Form 1042s for payments of any amount (see the Foreign National Payments and Taxation website for more information). Please see here for prize policy.

Instructions:

1. Ensure recipient is registered as a miscellaneous payee.

2. If the recipient is a foreign national, ensure the individual has registered in Brown's tax analysis software (Sprintax Calculus) so that the Foreign National Tax Office can review their documents and apply any available tax treaty benefits.

3. Attach this completed form to the Workday Miscellaneous Payment Request.

Date: _____

Amount: _____

Name: _____

☐ **Student?** ☐ **RISD Student?**

Foreign National: ☐ YES ☐ NO

If yes, what is the country of residency? _____

Prize Description: _____