

LAMAR UNIVERSITY
Honorarium Payment Form

L Number:		If new vendor, send New Vendor Information Form to Purchasing								
Name:										
Address for Payment:										
Faculty Sponsor:										
Host Department:										
Date of Lecture / Workshop / Event / Presentation:		Attach Flyer, Announcement, Brochure, etc.		Yes		No				
Topic:										
Reason for Honorarium:										
Amount of Honorarium*:										
*If Travel Expenses are to be paid instead of Honorarium Amount then enter \$0 in Amount of Honorarium.										
Travel Expenses to be covered?		Yes		No		Tax Status:		International		Domestic
Department Approver Name:										
Department Approver Email:										
Department Approver Phone:										

See Guidelines for Honorariums