## Utah State University

**Student Taxable Gifts and Awards Form**

The following gifts and awards are taxable to the recipient and must be reported to the Controller's Office by submitting this form.

- [ ] Gifts in excess of $100
- [ ] Cash or cash Equivalents (this includes Gift Cards/Certificates)

**Employee:** Yes [ ] No [ ]

This determines if the award is reported via W-2 or 1099 at the end of the year.

<table>
<thead>
<tr>
<th>Student's Name (Please Print)</th>
<th>A</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Banner ID Number</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Department</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Value of Gift or Award</td>
</tr>
</tbody>
</table>

**Description of Gift or Award:**

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- 
- 
- 
- 

**Student's Signature** [ ] **Date** [ ]

**Department Approval Signature*** [ ] **Approval Name (Please Print)** [ ] **Date** [ ]

*At least one supervisory level above the recipient

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**CONTROLLER'S OFFICE USE ONLY**

<table>
<thead>
<tr>
<th>Initials</th>
<th>$</th>
<th>Taxable Amount</th>
<th>Date</th>
</tr>
</thead>
</table>

V. 01/11