The College of William and Mary

Human Subject Payment Voucher 1 (HSPV1)

(Use when payment to human subject(s) is $51 to $100)

The College of William and Mary (the College) is required to maintain the confidentiality of research studies and human subjects while still complying with record keeping requirements of the Commonwealth of Virginia, the Internal Revenue Service (IRS), and funding agencies. The purpose of this form is to serve as documentation for incentive payments of $51.00 to $100.00 (per human subject) associated with participation in a research study conducted by College personnel.

NOTE: This will be attached to the Project Advance Closing Form (PACF) or retained with the SPCC transaction(s), if applicable.

I, _____________________________, have received/or am requesting an incentive payment in the form and amount indicated below:

FORM:

☐ Cash $____________
☐ Check $____________
☐ Gift Certificate/Card $____________
☐ Other Property – Describe: ________________________________

TOTAL AMOUNT: $____________

______________________________  ________________
Human Subject Signature     Date

TO COLLEGE PERSONNEL:

- Human subjects may be given the opportunity to participate without receiving payment if they choose not to complete this receipt form.
- If a College check needs to be issued for payment, attach HSPV1 to a completed Vendor Payment Request Form and submit to Accounts Payable.