UNIVERSITY OF MARYLAND

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COLLEGE OF BEHAVIORAL AND SOCIAL SCIENCES
DEPARTMENT OF GOVERNMENT AND POLITICS

HONORARIUM AGREEMENT

This will confirm our invitation to you to present a _____(lecture/seminar/colloquium) on the subject _____on _____(date) at the University of Maryland, College Park.

We can offer you an honorarium of $_____(dollars). In addition, your expenses will be reimbursed after submission of receipts and completion of the appropriate university forms to be furnished when you arrive.

If this arrangement is satisfactory to you, please return a copy of this letter with your signature and the indicated information so that we may request your check.

Sincerely,

_____
Signature of Host

Host/GVPT faculty to complete:
Do you have a familial or personal relationship with the invited speaker/honoree? Y / N
What is the account being used to pay for this? (e.g. departmental, start up, sponsored) _____

Agreed:

_____ _____
Signature of Speaker Date

_____
Speaker's Social Security Number or Visa Number for Non-U.S. Citizen – Please attach copy of Visa

_____
Name and Position/Title, Institution

_____
Home Mailing Address