

UNIVERSITY OF SOUTH CAROLINA DIRECT EXPENDITURE FOR PERSONAL SERVICES

SHADED AREA FOR PAYROLL/PERSONNEL USE ONLY

NAME _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

DATE _____

SOCIAL SECURITY NUMBER _____

USC DEPARTMENT TO SEND CHECK TO: _____

I.	HONORARIUM		51440		
			51440		
		DEPT.	FUND	CLASS	ANALYTICAL
II.	ROYALTY		51432		
		DEPT.	FUND	CLASS	ANALYTICAL
III.	MOVING EXPENSES		52077		
			52077		
		DEPT.	FUND	CLASS	ANALYTICAL
IV.	MISCELLANEOUS				
		DEPT.	FUND	CLASS	ANALYTICAL
		DEPT.	FUND	CLASS	ANALYTICAL

CERTIFICATION FOR CATEGORY IV ONLY: I HEREBY CERTIFY THAT, WITH THE SUBMISSION OF THIS DOCUMENT, THIS INDIVIDUAL WILL NOT HAVE WORKED MORE THAN TEN (10) DAYS IN THIS DEPARTMENT DURING THE CURRENT SIX MONTH PERIOD.

AUTHORIZED SIGNATURE FOR INITIATING DEPT.

DESCRIPTION OF SERVICES-REQUIRED FOR ALL CATEGORIES ABOVE:

SITE OF SERVICE: _____ DATES OF SERVICE: _____

TOTAL (DAYS)(HOURS)	FEE PER (DAYS)(HOURS)	TOTAL AMOUNT \$
	NAME	DATE
APPROVED (INITIATED BY)		
APPROVED (DEPARTMENT HEAD)		
APPROVED (DEAN)		
APPROVED (VICE PRES. OR PROVOST)		
APPROVED CONTRACT & GRANT ACCOUNTING)		
APPROVED (HUMAN RESOURCES-CATEGORY IV)		
APPROVED (OFFICE OF INTERNAT'L. SUPPORT)		

NOTICE: DO NOT USE THIS FORM TO PAY FULL TIME USC EMPLOYEES OR FULL TIME EMPLOYEES OF OTHER STATE AGENCIES—SEE DUAL COMPENSATION GUIDELINES

IF PAYMENT IS FROM A FEDERAL CONTRACT OR GRANT THE REVERSE SIDE OF THIS FORM MUST BE COMPLETED.