

HARVARD UNIVERSITY

FOREIGN NATIONAL INFORMATION FORM (FNIF)

Department/ Preparer use only

Department contact _____ Phone# _____

Pay Group _____ A/P Payment/ Reimbursement (✓)

FOR ASSISTANCE CONTACT

NRA Tax Compliance	
1033 Mass Ave 2 nd floor	(617) 496-9919
Cambridge, MA 02138	(617) 495-8436

- Check One:**
- Initial Submission** - Required prior to first payment.
 - Update** - Required only if any information in Section B, C or D changes during individual's stay in U.S.

SPECIAL NOTE FOR VISITORS ON J-VISAS:

Visitors on J visas not sponsored by Harvard University **MUST** obtain written permission from the International Office of their sponsoring institution PRIOR TO receiving **honoraria or service payments** (including employee compensation) from Harvard.

SPECIAL NOTE FOR VISITORS ON TN, H-1B or O VISAS:

Visitors on TN, H-1B or O visas not sponsored by Harvard University may **NOT** receive honoraria or service payments (including employee compensation) from Harvard.

***** A copy of your I-94 Departure Record (a small white card inside your passport), a copy of your U.S. Visa from your passport, and a copy of your I-20, DS2019 or I-797 (immigration documents), if applicable, must be attached to this form. *****

Section A – General Information

1. Last Name/Surname _____ Middle Initial _____ First Name/Given Name _____
2. U.S. Social Security Number or U.S. Individual Taxpayer Identification Number _____
3. Harvard I.D. Number _____
4. United States Address _____
5. Foreign Address _____
- Line 1 _____ Line 1 _____
- Line 2 _____ Line 2 _____
- Line 3 _____ Line 3 _____
- City/Town _____ City/Town _____
- State _____ Region/Province _____
- Zip/Postal Code _____ Zip/Postal Code _____
6. Telephone _____ Country _____
- Email Address _____

Section B – Residence Status for Tax Purposes

Check the appropriate box below to indicate your residence status for tax purposes only.

If you do not know your tax residency please leave blank. NRA Tax Compliance will determine your status upon review of this form.

7. I AM A PERMANENT RESIDENT. Provide the alien number as shown on the front of your **Alien Registration Receipt Card**. (Green Card) #A _____ and proceed to Section E - Certification.
8. I AM OR HAVE BEEN CLASSIFIED PREVIOUSLY AS A RESIDENT ALIEN FOR TAX PURPOSES.
9. I AM A NONRESIDENT ALIEN FOR TAX PURPOSES.
I DO NOT meet the requirements for tax residence in the United States of America.
10. **If you are a nonresident alien for tax purposes, what is your country of "tax residency"?** _____

Note: If you checked Box 8 or 9 in this section you must complete Section C.

