Date

To: Payers of Cash to the University of Kentucky

Re: Cash Transaction Reporting Requirements

Pursuant to Internal Revenue Code Section 6050I, the University is required to report to the Internal Revenue Service (IRS) the receipt of cash in excess of $10,000. Cash is defined as US and foreign currency and in certain circumstances, cashier's checks, money orders, bank draft or traveler's checks. When the University receives more than $10,000 in cash in a single transaction or two or more related transactions within a 12-month period, we are required to collect certain information from you, the payer, and provide it to the IRS:

- Payer's Name
- Payer's Address
- Payer's Date of Birth
- Payer's Social Security Number or Individual Taxpayer Identification Number
- Payer's Occupation
- Identifying Documentation – Used to verify identity, for example driver's license or passport.
- If the transaction was made on behalf of another individual then the above information is required for this person as well.

You are making or have recently made a cash payment to the University, greater than $10,000 **or** which when combined with prior cash payments for the same related transaction exceeded $10,000. **This notice is for your information only; you do NOT have to complete or send any additional information.**

Providing this information is required by law and we appreciate your cooperation. If you have questions regarding these IRS rules, please contact University of Kentucky Treasury Services at (859) 257-1983.