

**Tarleton State University
Request for Compensation
Professional Speaker / Guest Lecturer**

It is respectfully requested that permission be granted to pay _____ \$ _____
for professional services on _____.
(date)

Complete name _____
Title _____
Address _____

Signature _____

Give a brief description of duties to be performed, statement of benefit to Tarleton State University and a reason for selecting this person over others equally qualified.

Texas A&M University System Employee: Yes _____ No _____

Minority/ Woman owned: Yes _____ No _____
If yes Woman, Black, Hispanic, American Indian, Other

Texas Certified Historically Underutilized Business: Yes _____ No _____

Social Security Number or ID number _____

Department to be charged: _____

Approval Recommended:

Approved:

Department Head

President

Dean/Administrator/Vice President