

# Human Subject Petty Cash Fund Information Sheet

## EXHIBIT 1

PRINCIPAL INVESTIGATOR INFORMATION	
PI Name	
Address	
RF Project #	Telephone

FUND INFORMATION	
Use of Fund	
Number of Subjects	
Total Amount of Fund	
Total Amount Paid to Each Subject per Calendar Year†	

CUSTODIAN INFORMATION	
Custodian Name	
Custodian Title	
Custodian Address	
Custodian Phone	

HUMAN SUBJECT PAYMENT METHOD	
<input type="checkbox"/>	<b>Cash</b> (The advance will be held as petty cash and distributed as cash to the subjects.)
<input type="checkbox"/>	<b>Check</b> (The advance will be distributed as check to the subjects. If this method is selected, OSU Research Foundation personnel will contact you to coordinate.)

Principal Investigator Name \_\_\_\_\_  
(printed)

Principal Investigator Signature \_\_\_\_\_ Date \_\_\_\_\_

Return to: Research Foundation  
Accounting Department, 4th Floor  
1960 Kenny Road

†If total amount paid to a subject exceeds \$500.00 per calendar year, the OSU Research Foundation is required to file a 1099 with the IRS and the request for payment to this subject should be submitted to accounts payable. The subject cannot be paid through a petty cash fund.