

## Notification for Research Subject Payments Exemption Form

This document is requesting an exemption from using the Advarra Payments VISA system to manage reimbursement for your research [human] subjects.

Principal Investigator: \_\_\_\_\_

Protocol Number: \_\_\_\_\_ Protocol Title: \_\_\_\_\_

Would the reimbursement be deemed salary compensation?      Yes      No

What Account is being charged? \_\_\_\_\_

*\*\*For sponsored programs (GR account), all cards and payments must be issued before the grant ends.*

Justification for exemption request:

PI Signature \_\_\_\_\_ Date \_\_\_\_\_

### PCard Exemption:

There are up to (2) two available payment options for research [human] subjects based on international or domestic studies. Please select which option applies to your study:

**International Research [human] Subjects:**      Amazon

**Domestic Research [human] Subjects:**      Amazon or      Other: \_\_\_\_\_

Number of Cards being requested: \_\_\_\_\_ Dollar Value of each card: \_\_\_\_\_

*If you do not have a University account with Amazon, please contact the [Purchasing Card Department](#)*

### Purchase Order Exemption:

Vendor: \_\_\_\_\_

Item description: \_\_\_\_\_

Quantity to be purchased: \_\_\_\_\_ Cost per item: \_\_\_\_\_

### Rebel Cash Exemption:

This option is only available if the participants are current UNLV students or staff.

Number of participants: \_\_\_\_\_ Dollar Value for each participant: \_\_\_\_\_

**Required documentation is to be maintained at the department level and must include the following items:**

- List of Research [human] Subjects.
- Date of disbursement or cards issued out to Research [human] Subject.
- Number of dispersed and/or remaining cards. If any cards are remaining please justify (e.g., next date of issue, why they were not used, how they will be used?).

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### FOR OFFICE USE ONLY

IRB Protocol Review: \_\_\_\_\_

Date: \_\_\_\_\_

OSP Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Purchasing Signature: \_\_\_\_\_

Date: \_\_\_\_\_