

Washington College

Department: _____

Letter of Offer and Acceptance for Honorarium

This will confirm our invitation to you to speak at Washington College's _____(event/seminar) on _____(mm/dd/yy) on the topic of _____(speakers topic). We can offer you an honorarium of \$ _____. If this arrangement is satisfactory to you, please return a copy of this form to me, with your signature and the indicated information so that we may request your check.

Please **print** speakers name and title:

Speakers Signature: _____

Social Security # or ITIN #: _____

Home address:

Thank you,

Sponsors name: _____

Signature: _____

Department Responsible: _____