

HONORARIUMS

An Honorarium is a payment given for services when the payment of fees is not legally or traditionally required. Payment is limited to guest speakers and other official guests of the University. **It may not be used to pay professional services.**

Because Honorariums are considered travel, they may not be paid for from the County Checking Account. Travel vouchers should be prepared and submitted with a completed IRS Form W-9 for payment. Honorariums may be done in advance to allow a check to be prepared prior to the completion of the event.

Detailed policies are outlined in the [AU Spending Policies and Procedures, Honorariums](#)