

**ELECTION FORM FOR PER DIEM, CONSULTING &  
TRAVEL/TRANSPORTATION**

**I. PLEASE INDICATE ONE OF THE FOLLOWING:**

- I request reimbursement for lost consulting fees**  
(Attach documentation of past two years of consulting income; i.e., IRS Schedule C or equivalent. Election of this option will preclude engaging in any consulting activities during the NSF assignment. For IPAs, \$10,000 maximum per year based on an average of the past two years.)
- I do not request reimbursement for lost consulting fees**  
(Outside consulting activities during the NSF assignment should be cleared with NSF's Office of the General Counsel in advance.)
- I do not have ongoing consulting activities.**

**II. PLEASE INDICATE ONE OF THE FOLLOWING:**

- I elect to receive payment of a round-trip household move**  
(NSF arranges movement of household goods and personal effects to and from NSF through GSA contractors. Travel expenses of family members are included. You must agree to remain at NSF for at least one year.)
- I elect to receive a per diem allowance in lieu of a household move**  
(The maximum per diem entitlement is two years if your assignment at NSF exceeds one year.)

**III. PLEASE INDICATE MODE OF TRANSPORTATION FOR FIRST OFFICIAL TRAVEL TO NSF:**

(NSF will purchase airline or train tickets to and from NSF at government fare or will provide reimbursement for mileage and en route overnight stays, if necessary, while driving. Overnight stays will not be reimbursed if incurred within the Washington-Baltimore commuting area.)

- Air
- Privately Owned Vehicle (POV)
- Train
- Other (*specify*): \_\_\_\_\_

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I have read the NSF Fact Sheet "IRS and Form 1099, Miscellaneous Income," and am aware that payments of per diem and lost consulting income, if applicable, will be reported to the IRS. I understand that per diem payments may be withdrawn incrementally or in a lump sum. I will consider the timing of my withdrawals in view of potential tax implications.

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Signature/Date**