



**Waiver Request Form (Independent Contractors Conflicts Questionnaire)**

*Instructions: In accordance with NYU's Independent Contractor, Honorarium, & Guest Expense Reimbursement Policy ("Policy"), an Individual may not provide services to the University as an Independent Contractor for the reasons stated below, unless a waiver is granted in the manner set forth below. Note: Capitalized terms are defined in the Policy.*

===== To Be Completed by the School or Unit=====

School or Unit \_\_\_\_\_

Name of School or Unit Representative Requesting Waiver \_\_\_\_\_

Name of Individual On Behalf of Whom Waiver is Being Requested \_\_\_\_\_

*Please provide a description of the Individual's proposed services as an Independent Contractor:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for Requesting Waiver:

i. \_\_\_\_\_The prospective Independent Contractor has a Member of the Same Family or Household who is employed by the University.

*Please provide the name, title, and School/Unit of the Member of the Same Family or Household employed by the University:*

\_\_\_\_\_

*Please state whether the Member of the Same Family or Household has had, or will have, any role or involvement in retaining or overseeing the prospective Independent Contractor.*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

=====To Be Completed by Compliance (As Applicable)=====

\_\_\_ Waiver Approved (Individual's proposed services as an Independent Contractor do not create a conflict of interest or commitment under applicable University policy)

\_\_\_ Waiver Approved (Individual's proposed services as an Independent Contractor are subject to an approved conflict management plan)

\_\_\_ Waiver Not Approved (Individual's proposed services as an Independent Contractor create a conflict of interest or commitment under applicable University policy)

**Rationale:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Chief Global Compliance Officer/Designee: \_\_\_\_\_

Signature of Chief Global Compliance Officer/Designee: \_\_\_\_\_

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