

Expecting to pay or reimburse foreign guests for summer conferences? The International Tax Office has new resources to help you prepare before they arrive. ^[1]

May 8, 2019 by [Employee Services](#) ^[2]

This summer, visitors from around the world will come together at the University of Colorado for conferences, symposiums and seminars.

When planning and making travel arrangements for your guests, remember that payments and reimbursements to international visitors are subject to immigration and tax restrictions. The [International Tax Office](#) ^[3] is here to help navigate these important tax considerations, explain limitations, clarify allowable expenses and determine which payments are subject to federal tax withholding.

We're excited to announce availability of our newly enhanced [International AP Payment Matrix](#) ^[4]. This interactive tool will help you identify the types of payments that can be made to international visitors in different immigration statuses as well as required documentation and important items to be aware of for each case.

Please [contact the Office with questions or concerns](#) ^[5] prior to your guest's arrival to ensure a smooth reimbursement process for you and your visitor.

[View Matrix](#) ^[4]

[international tax](#) ^[6], [tax regulations](#) ^[7]

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