

NEW BOARD MEMBER FORMS

Board members are usually paid per diems for meetings, and are reimbursed for Board-related travel. In order to be paid and/or reimbursed, these forms are required:

[W-4](#) – for reporting income to the IRS.

[Direct Deposit Form](#) – for payments to board members, such as per diems and reimbursements.

Include a voided check or a copy of a check when you submit this form.

[Data Sheet](#) – for your public and private contact information.

Completed forms must be submitted within 10 days of your appointment notification. Email them to DHHS.LicensureSupport@nebraska.gov, or mail them to:

DHHS Licensure Support
New Board Member Forms
PO Box 94986
Lincoln NE 68509-4986