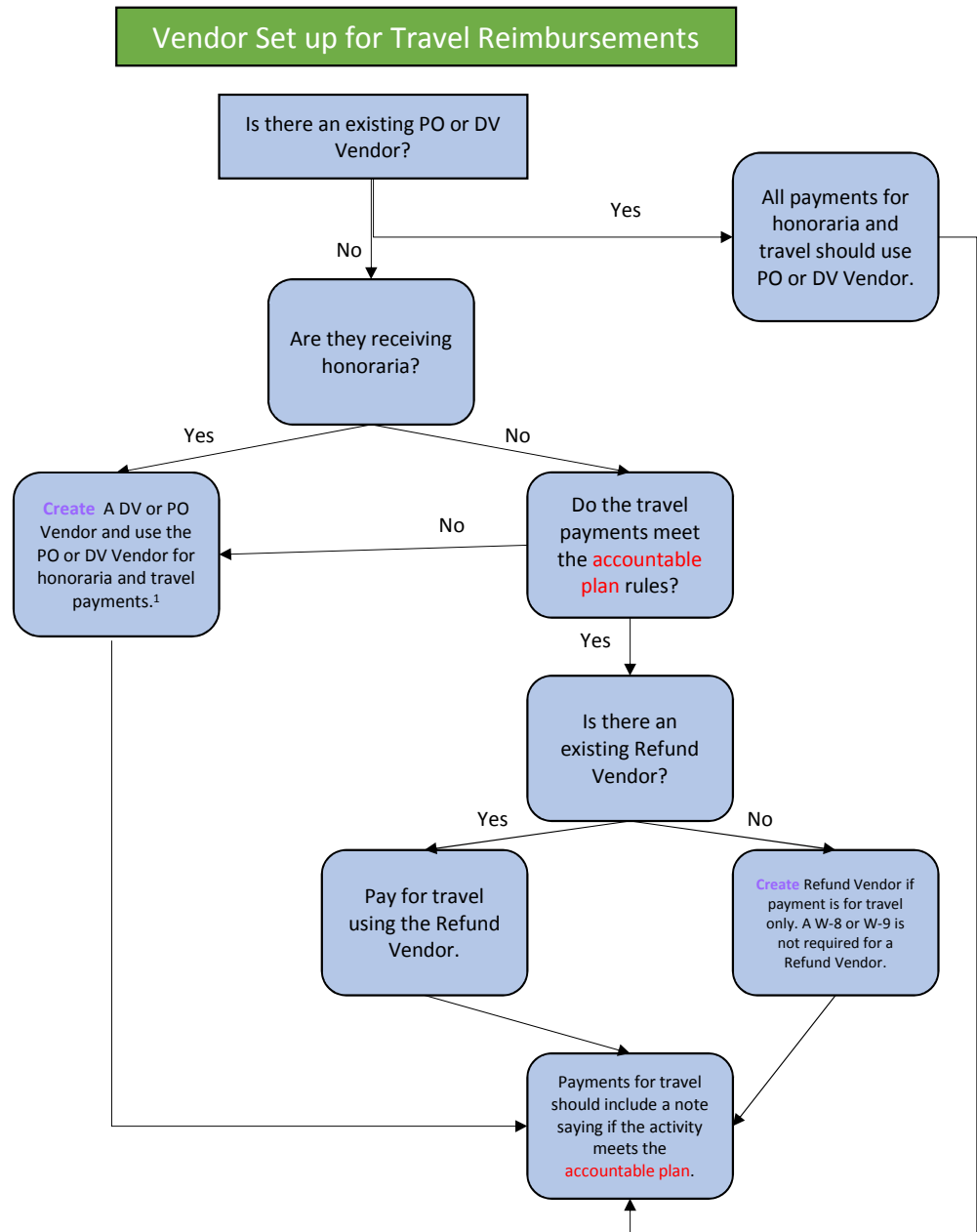


For each future visit that the vendor makes, you must start at the first question again.



1. Deactivate refund vendor after setting up the PO or DV vendor if a refund vendor has already been set up. Honoraria payments over \$1,000 require a PO vendor and a Purchase Order.

Vendor Creation Guide: <https://fms.iu.edu/files/3114/0087/5270/Guide-to-Creating-DV-Vendors-and-Refund-Vendors-in-KFS.pdf>
Accountable Plan Information: <https://fms.iu.edu/tax/other-tax/accountable-plan/>