

**UTHSC PART TIME EMPLOYEES
PROFESSIONAL PRIVILEGE TAX AFFIDAVIT**

The University of Tennessee no longer pays for part time employees' professional privilege tax. However, if you certify that you meet the requirements as defined below, your department can process a reimbursement to you for the privilege tax you have paid.

Certifications:

- 1) I am required to have the license for which the privilege tax is assessed in order to carry out my duties for the University.
- 2) I do not have any other employment, private practice, or other non-UT business arrangement for which I earn income using my professional license.
- 3) I am a "regular" part time or post retirement "term" employee, and I was employed as of May 1st of the current year.

My signature on this form is my certification that I meet all three requirements as stated above.

Signature

Date

Print Name

SUPERVISOR'S APPROVAL:

Signature

Date

Print Name

In order to process the reimbursement, give a copy of your cancelled check or credit card receipt to your departmental business manager.