



**State of Oklahoma
Office of Management
& Enterprise Services
Human Capital Management**

**Employee Award or
Prize Acknowledgement**

Date Received: _____

Name of Recipient: _____ Employee ID: _____

Description of Award or Prize: _____

Fair Market Value: _____

I hereby acknowledge receipt of the award or prize described above. I further acknowledge that the fair market value of the award or prize is taxable and will be reported to OMES Payroll for processing through payroll as required by law.

Signature of Recipient

Signature of Division Representative