

FORM 1099 INFORMATION

If you are required to give 1099's to anyone for this calendar year, fill in the spaces below. File form 1099-MISC for each individual to whom you have paid (1) at least \$600 in rents, services (including parts and materials), prizes and awards, or other income payments (2) at least \$10 in royalties or broker payments in lieu of dividends or tax-exempt interest; or (3) gross proceeds paid to an attorney (you must obtain the attorney's taxpayer identification number – TIN #). Please keep in mind that you are not required to provide 1099's to corporations.

All 1099 amounts are figured on the CALENDAR (January – December) year and not on your Fiscal year. Make sure all information is correct and on the proper line. The I.R.S. may fine you for supplying incorrect information on a Form 1099.

As you are aware, there is no extra charge for the preparation of these forms. Please do not use any substitute forms. You may use copies if you need to.

1099 INFORMATION:

YOU OR YOUR BUSINESS NAME (Who incurred the expense) _____

YOUR ADDRESS _____
STREET OR BOX NUMBER CITY

STATE _____ ZIP _____ YOUR SOCIAL SEC. OR BUSINESS I.D. # _____

RECIPIENT OF 1099:

NAME _____ SOC. SEC. # _____

ADDRESS _____
STREET CITY STATE ZIP

RENT \$ _____ CUSTOM WORK \$ _____ INTEREST \$ _____

RECIPIENT OF 1099:

NAME _____ SOC. SEC. # _____

ADDRESS _____
STREET CITY STATE ZIP

RENT \$ _____ CUSTOM WORK \$ _____ INTEREST \$ _____

RECIPIENT OF 1099:

NAME _____ SOC. SEC. # _____

ADDRESS _____
STREET CITY STATE ZIP

RENT \$ _____ CUSTOM WORK \$ _____ INTEREST \$ _____
