

1099 WORKSHEET

Use this form to provide our firm with the information needed to prepare your 1099 information returns. 1099 information returns must be prepared for individuals you paid \$600 or more during the tax year and filed with the IRS.

CAUTION: The IRS routinely verifies the name and payer ID numbers on all 1099s filed. If there are discrepancies, you will receive a notice and may be required to begin withholding. For this reason, it is important that you adhere to the following: If the payee is an individual, use the individual's Social Security Number (SSN). If the recipient operates under a business name and the business has an Employer ID Number (EIN), use the EIN. Otherwise, use the individual's name and SSN. Never use an Employer ID Number with an individual's name or a Social Security Number with a business name.

Your Name (see caution): _____

Address: _____

Your Tax ID Number (see caution): _____

1 Recipient (see caution): _____

Recipient Tax ID Number (see caution): _____

Address: _____

Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

2 Recipient (see caution): _____

Recipient Tax ID Number (see caution): _____

Address: _____

Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

3 Recipient (see caution): _____

Recipient Tax ID Number (see caution): _____

Address: _____

Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

4 Recipient (see caution): _____

Recipient Tax ID Number (see caution): _____

Address: _____

Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

5 Recipient (see caution): _____

Recipient Tax ID Number (see caution): _____

Address: _____

Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

6 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

7 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

8 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

9 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

10 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

11 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl

12 Recipient (see caution): _____
Recipient Tax ID Number (see caution): _____
Address: _____
Amount Paid: \$ _____ Indicate the Reason for Payments: ___Rent ___Legal Fees ___Non-Empl
