

**INFORMATION SHEET FOR PAYMENTS MADE TO OTHERS**

**FORM 1099: DUE TO RECIPIENTS JANUARY 31 YEAR \_\_\_\_\_**

Please provide this information to our office as soon as possible in January.

<b>LEGAL Name:</b>	<b>Social Security #</b>
<b>Full Address:</b>	<b>(or)</b>
<b>City:</b>	<b>Federal ID #</b>
<b>State:</b> <b>Zip Code:</b>	<b>Phone #</b>

**\*\*THE LEGAL NAME OF THE BUSINESS OR INDIVIDUAL MUST MATCH THEIR FEDERAL ID # OR SOCIAL SECURITY # FOUND IN THE IRS AND SOCIAL SECURITY SYSTEMS\*\***

Use this form to record payments made of \$600 or more paid to individuals for cash rent or custom work, such as trucking, combining, or commissions; gross proceeds of \$600 or more paid to attorneys; \$10 or more of interest paid; \$600 or more paid to veterinarians even if incorporated.

**NOTE: Federal law requires that these payments be reported. Penalties will be assessed for noncompliance.**

Full LEGAL Name	Complete Address	Federal ID # or SS #	Amount	Expense Description
1			\$	
2			\$	
3			\$	
4			\$	
5			\$	
6			\$	
7			\$	
8			\$	
9			\$	
10			\$	
<b>Totals</b>			\$	