Welcome
We will begin at the top of the hour

- This session will be recorded and posted online

- If you haven't emailed Mike Creagh yet with your 1099 contact person, now is the time

michael.creagh@scouting.org

Prepared. For Life.®

IRS 1099 Vendor Processing Using Track1099

Year End

Accounts Payable

Accounts Payable Year-End

Accounts Payable Year-End Presentation

Track1099 User Guide for 2018 PeopleSoft 1099's – updated 12/18/2018

Webinar Slides for Track 1099 Instructions

Recording of Track 1099 Webinar – November 27, 2018

Fundraising

Fundraising Year-End Procedures

General Ledger

General Ledger Year-End Procedures

PeopleSoft Closing the Year

Membership

Membership Year-End Close Procedures

Payroll

Accountable Plan Compliance-Expense Reimbursements and Allowances

Fringe Benefits- Employer-Provided Vehicles and Group-Term Life Insurance

SellWise

SellWise Year-End Procedures

Prep

Year End

Accounts Payable

Accounts Payable Year-End

Accounts Payable Year-End Presen

Track1099 User Guide for 20

Fundraising

Fundraisin

Gene

Genera

PeopleS

Membersh

Membershi

Payroll

Accountable Pl

Fringe Benefits-

insurance

SellWise

SellWise Year-End P

PeopleSoft to TRACK1099 User Guide

Processing your 1099's for 2018

For yearend 2018 we will be providing the TRACK1099 software for your council to use to create, email and e-File 1099's with the IRS. This third-party service has a great reputation and years of history working with not-for-profit organizations. You will still use the PeopleSoft Vendor records and Accounts Payable Vouchers to gather the correct amounts needed to be reported.

The TRACK1099 website is found at WWW.TRACK1099.com . We have a master account (called a team) set up with them called "TRACK1099BSA" and we will be emailing your council an invitation to join with a link for you to set up your council in the "team". The costs for processing, emailing and e-Filing will be covered by the National Service Center, any additional services you use will be up to you to pay.

Preparing to File 1099's

I. Vendor Record Setup
II. Voucher withholding flag and values
III. Query output for TRACK1099
IV. Setup you council in TRACK1099
V. Uploading into TRACK1099 and filing

Life.®

What hasn’t changed?

- Vendor records are still maintained in PeopleSoft AP
- Vouchers need to be flagged as Withholding vouchers
- IRS deadlines are still 1/31

Prepared. For Life.®

What has changed?

- Details will be exported out of PeopleSoft
- You can manually load details if needed
- Track1099 will facilitate email distribution
- Track1099 will complete your e-file to the IRS

Prepared. For Life.®

Prepared. For Life.®

Where do I start?

Set up your Vendor Records

Favorites | Main Menu > Vendors > Vendor Information > Add/Update > Vendor

Summary | Identifying Information | Address | Contacts | Location | Custom

SetID:	L[illegible]		
Vendor ID:	75167		
Vendor Short Name:	DIPLOMAT T DIPLOMAT T-001		
Vendor Name:	DIPLOMAT TRAVEL AGENCY		
Order:	DIPLOMAT T-001 [illegible] [illegible]	**Remit To:**	DIPLOMAT T-001 [illegible] [illegible]
Status:	Approved	**Last Modified By:**	[illegible]
Persistence:	Regular	**Last modified date:**	[illegible] 9:00AM
Classification:	Outside Party	**Created By:**	[illegible]
HCM Class:		**Created Date/time:**	[illegible] 2:22PM
Open for Ordering:	Yes	**Last Activity Date:**	[illegible]
Withholding:	Yes		

Save | Return to Search | Notify | Add | Update/Display | Include History | Correct History

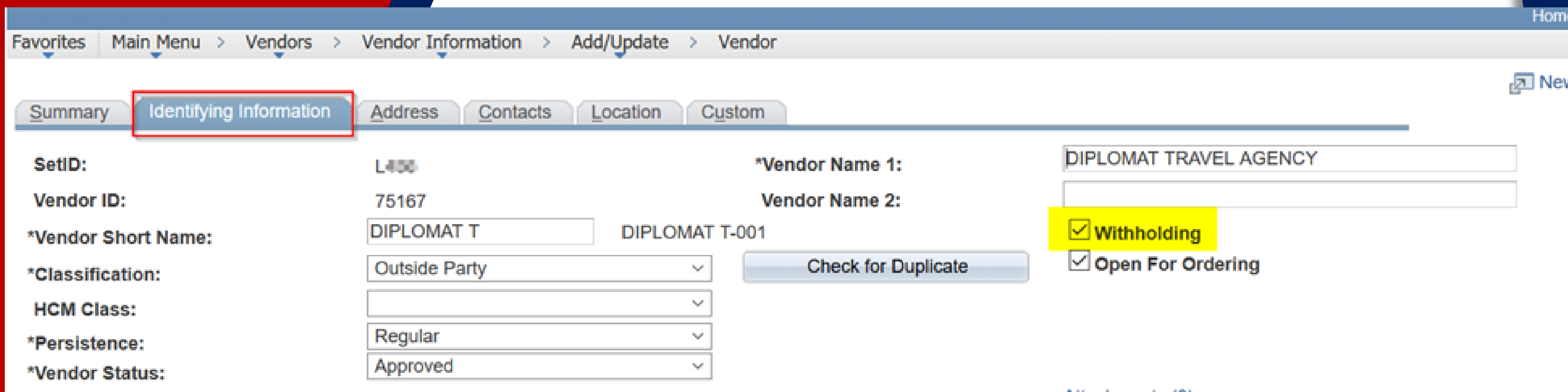
Summary | Identifying Information | Address | Contacts | Location | Custom

Prepared. For Life.®

Prepared. For Life.®

Where do I start?

Set up your Vendor Records

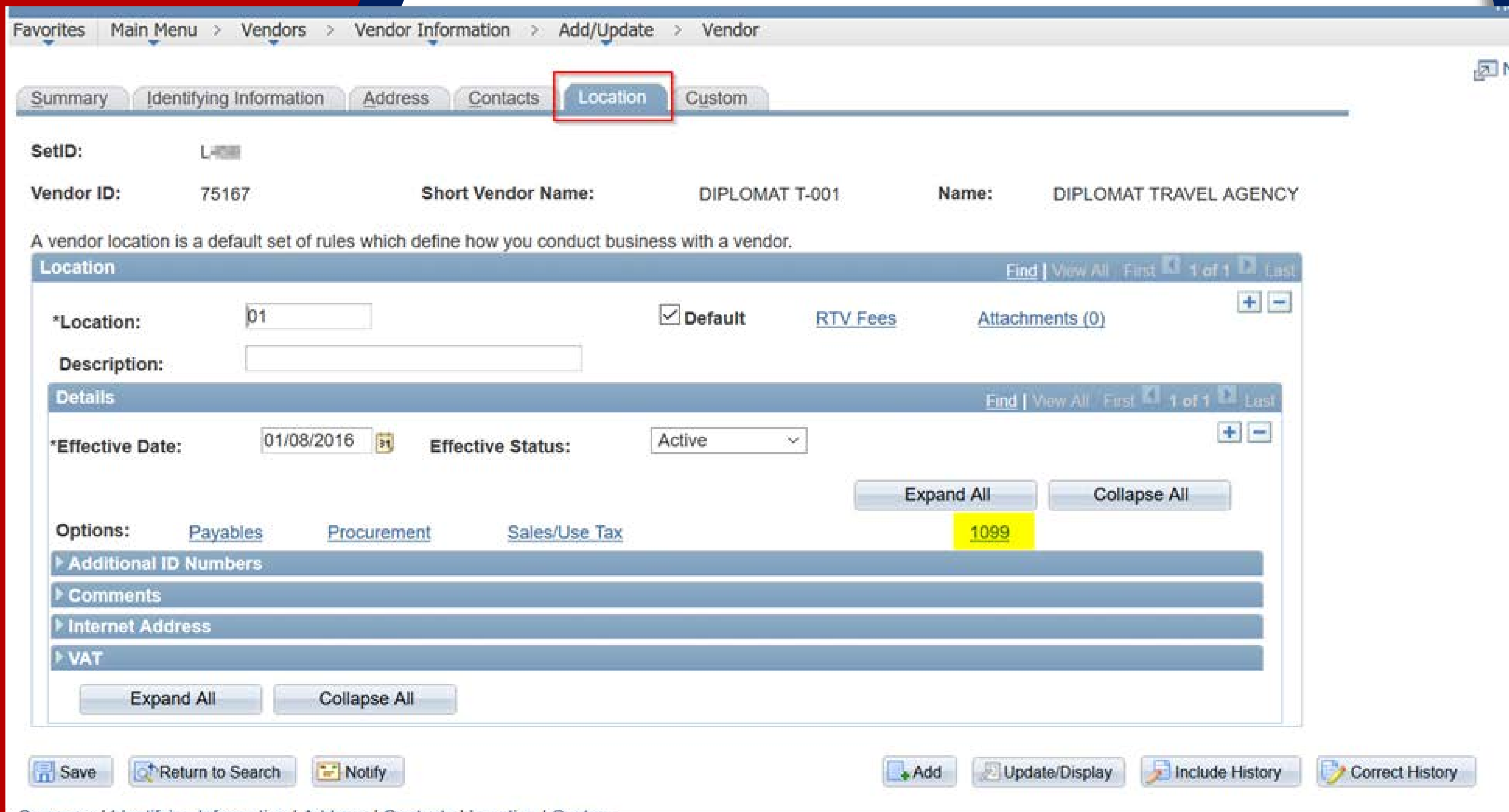


Prepared. For Life.®

Where do I start?

Prepared. For Life.®

Set up your Vendor Records



Prepared. For Life.®

Prepared. For Life.®

Where do I start?

Set up your Vendor Records

Favorites | Main Menu > Vendors > Vendor Information > Add/Update > Vendor

Withholding Vendor Information

SetID: L[illegible] **Location:** 01

Vendor ID: 75167 **Description:**

Short Vendor Name: DIPLOMAT T DIPLOMAT T-001

Name: DIPLOMAT TRAVEL AGENCY

1099 Options

1099 Information

Personalize | Find | View All | First 1 of 1 Last

Main Information | Overrides | Remit

*Entity	*Type	*Jurisdiction	Default Jurisdiction	*Default Class	*1099 Status	Withhold Type Description
IRS	1099	FED	☑	07	RPT	Reporting Only

1099 Reporting Information

Personalize | Find | View All | First 1 of 1 Last

Main Information | Additional Info

*Entity	*Address	TIN Type	Taxpayer Identification Number
IRS	1	F	[illegible]

OK Cancel

Prepared. For Life.®

Prepared. For Life.®

Where do I start?

Set up your Vendor Records

LC_1099_VENDORS

SetID: L[illegible]

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (10 kb)

View All

First 1-85 of 85 Last

	SetID	Vendor ID	Vendor Name	Withholding Applicable
1	L[illegible]	9030	2060 DIGITAL CHICAGO	Y
2	L[illegible]	5665	A&A TREE SERVICE	Y
3	L[illegible]	2184	A-FIRE EXTINGUISHER SALES AND SERVICE	Y
4	L[illegible]	6011	ABC PREFERRED PLUMBING	Y
5	L[illegible]	7088	AEROVISTA INNOVATIONS	Y
6	L[illegible]	0000000097	ALL AMERICAN CLASSICS	Y
7	L[illegible]	005470	ALL SEASONS MARINE & SERVICE	Y
8	L[illegible]	0092334	ARAMARK UNIFORM SERVICES	Y

Prepared. For Life.®

Prepared. For Life.®

Vendors are good, now what?

Voucher Withholding Flag and Value

LC_1099_VENDORS_VOUCHERS

SetID: L[illegible]

From Acctg Date: 01/01/2017

To Acctg Date: 12/31/2017

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (64 kb)

View All

First 1-87 of 87 Last

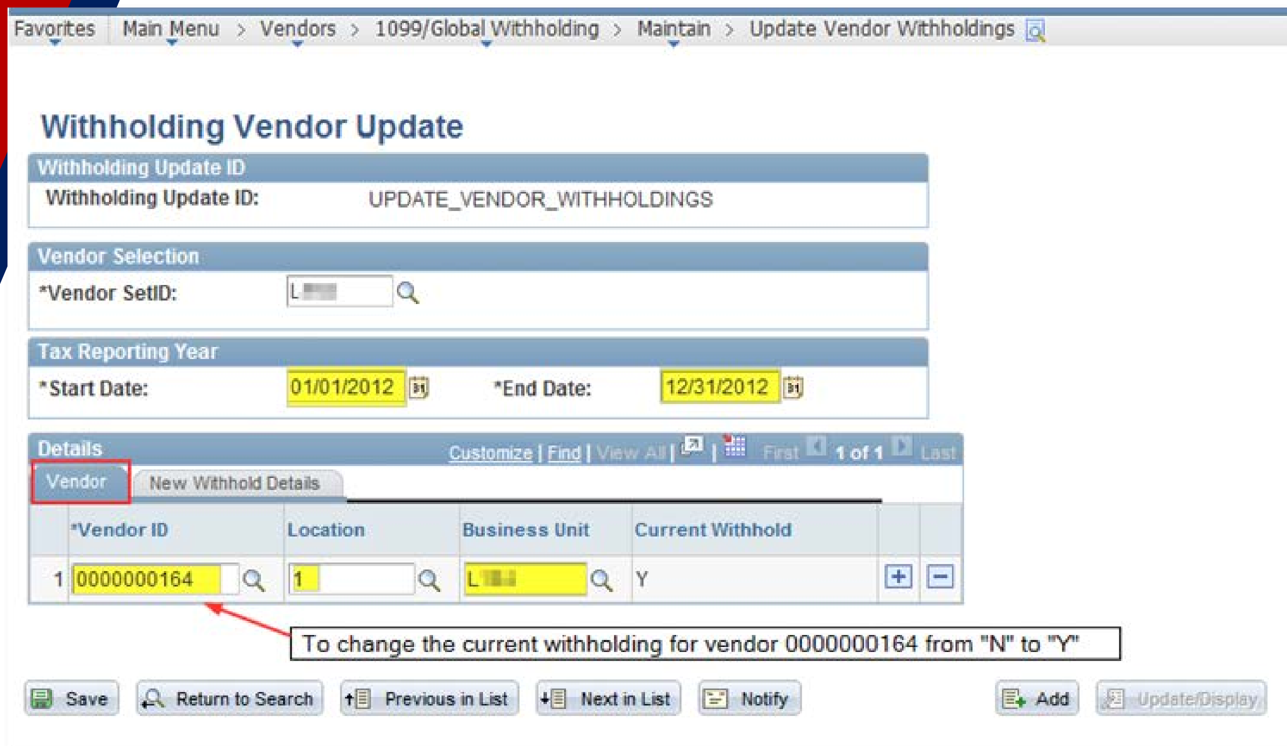
	SetID	Voucher ID	Voucher Line Number	Vendor ID	Vendor Name	Amount	Vendor 1099 Flag	Voucher Withholding Flag	Acctg Date	More Info
1	L[illegible]	00027745	1	0000002240	CA[illegible]APHY	450.000	Y	N	05/31/2017	
2	L[illegible]	00029034	1	0000004159	CA[illegible]	1250.000	Y	Y	08/15/2017	
3	L[illegible]	00029818	1	0000004243	CH[illegible]	240.000	Y	Y	10/19/2017	
4	L[illegible]	00030018	1	0000004243	CH[illegible]	480.000	Y	Y	10/31/2017	
5	L[illegible]	00030102	1	0000004243	CH[illegible]	240.000	Y	Y	11/14/2017	
6	L[illegible]	00030103	1	0000004243	CH[illegible]	160.000	Y	Y	11/14/2017	
7	L[illegible]	00030578	2	0000004243	CH[illegible]	285.000	Y	Y	12/18/2017	
8	L[illegible]	00030578	1	0000004243	CH[illegible]	435.000	Y	Y	12/18/2017	
9	L[illegible]	00030658	1	0000004243	CH[illegible]	290.000	Y	N	12/27/2017	
10	L[illegible]	00030658	2	0000004243	CH[illegible]	190.000	Y	N	12/27/2017	
11	L[illegible]	00026784	1	0000003973	DO[illegible]TON	1726.750	Y	Y	03/28/2017	

Prepared. For Life.®

Prepared. For Life.®

Vendors are good, now what?

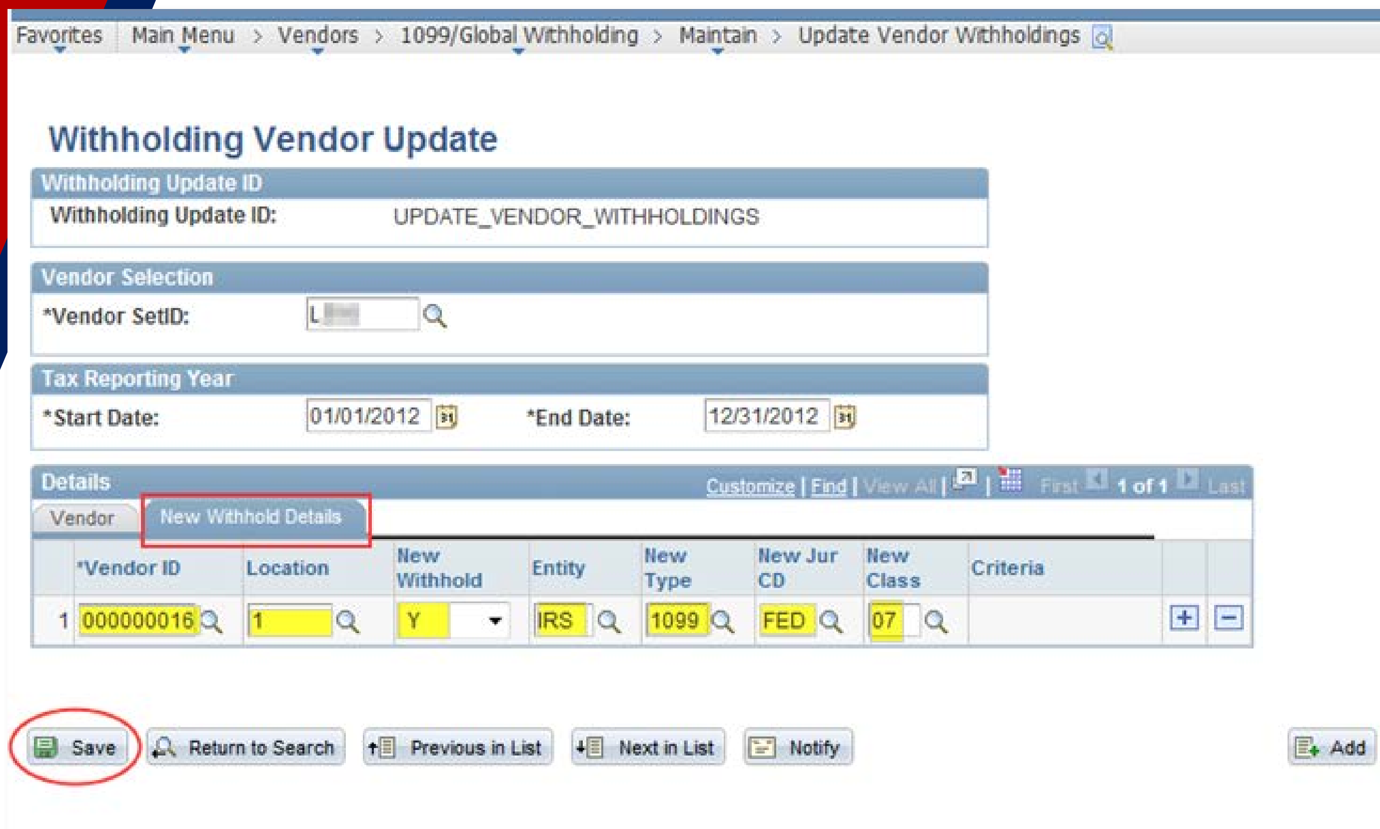
Voucher Withholding Flag and Value



Prepared. For Life.®

Vendors are good, now what?

Voucher Withholding Flag and Value

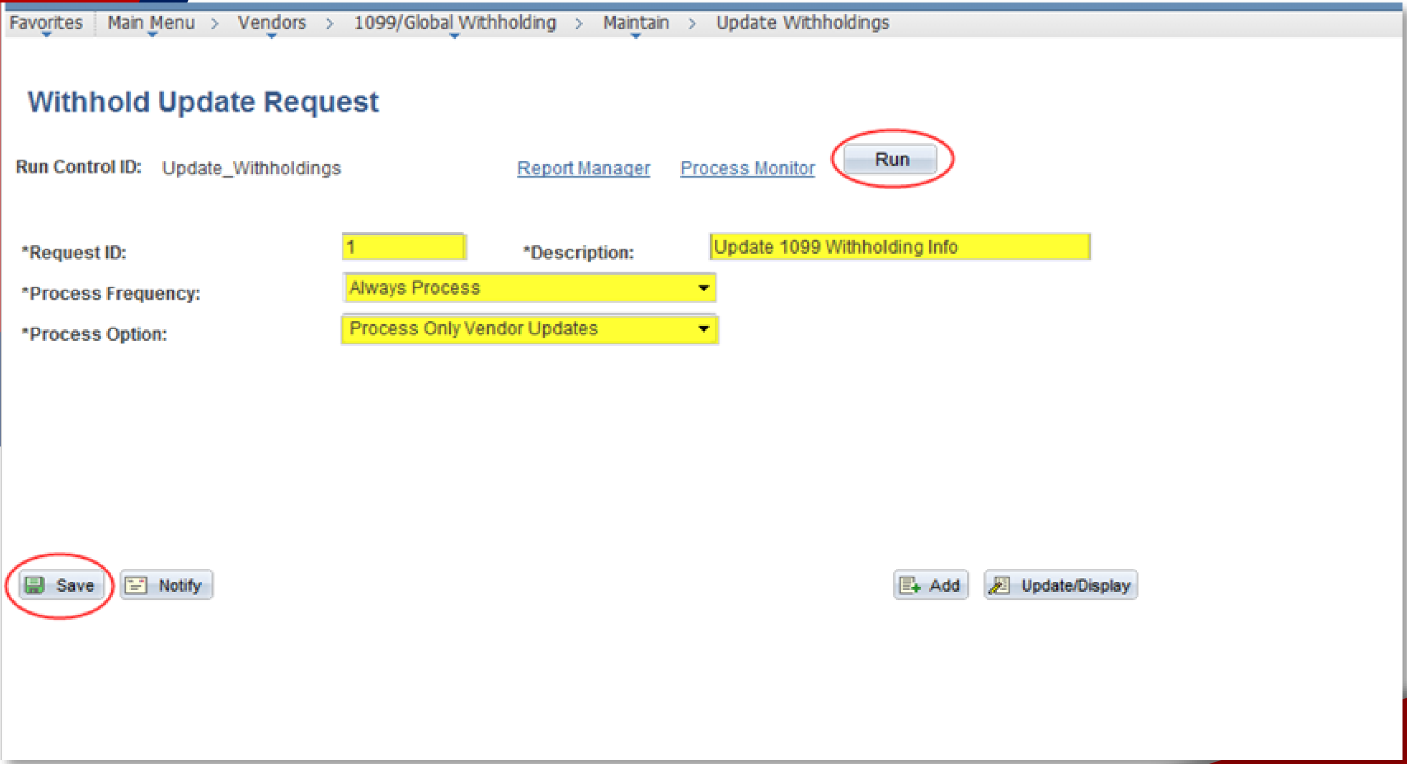


Prepared. For Life.®

Prepared. For Life.®

Vendors are good, now what?

Run the Withhold Update Request

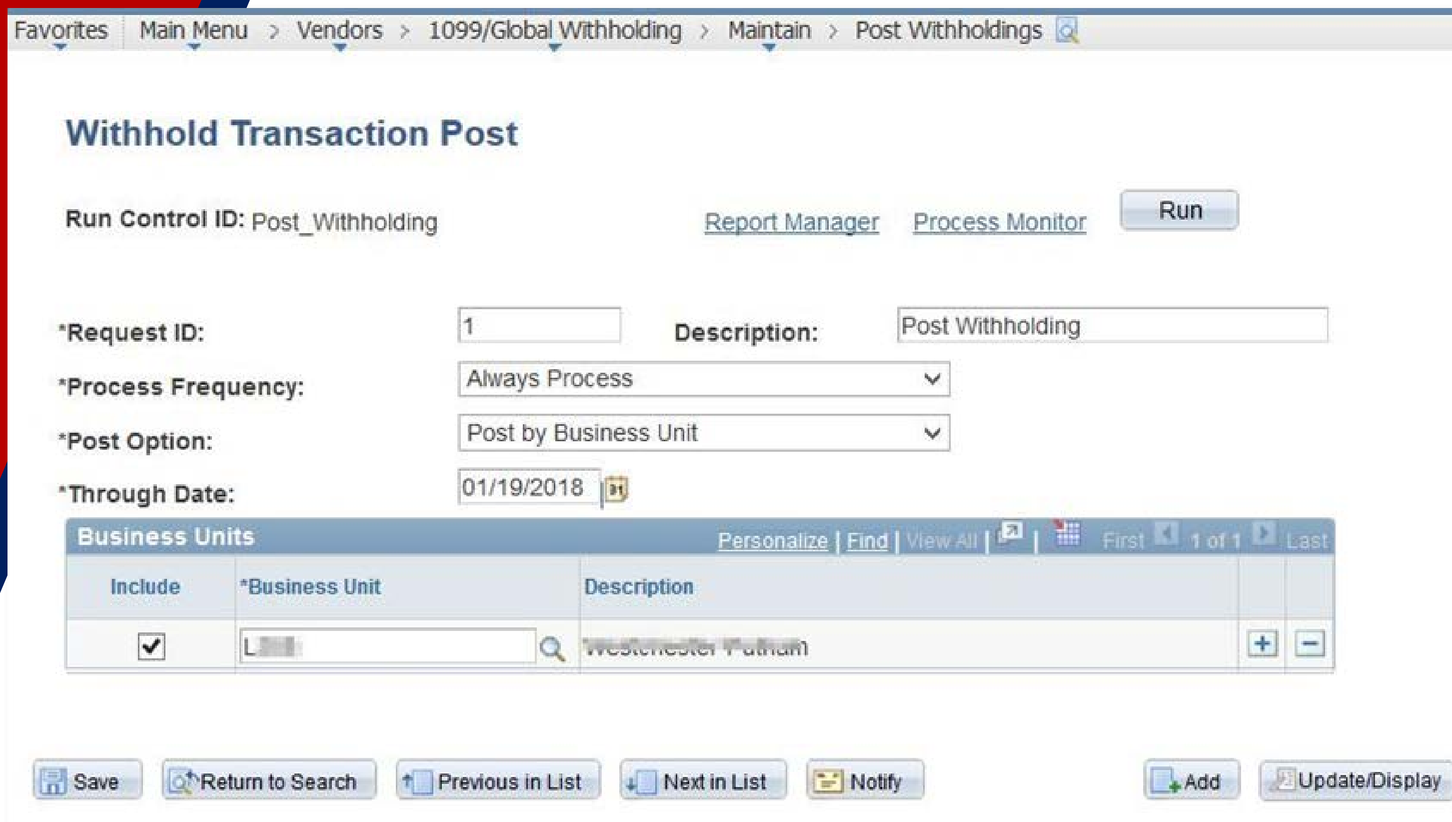


Prepared. For Life.®

Prepared. For Life.®

How do I output this data?

Run the Withhold Transaction Post

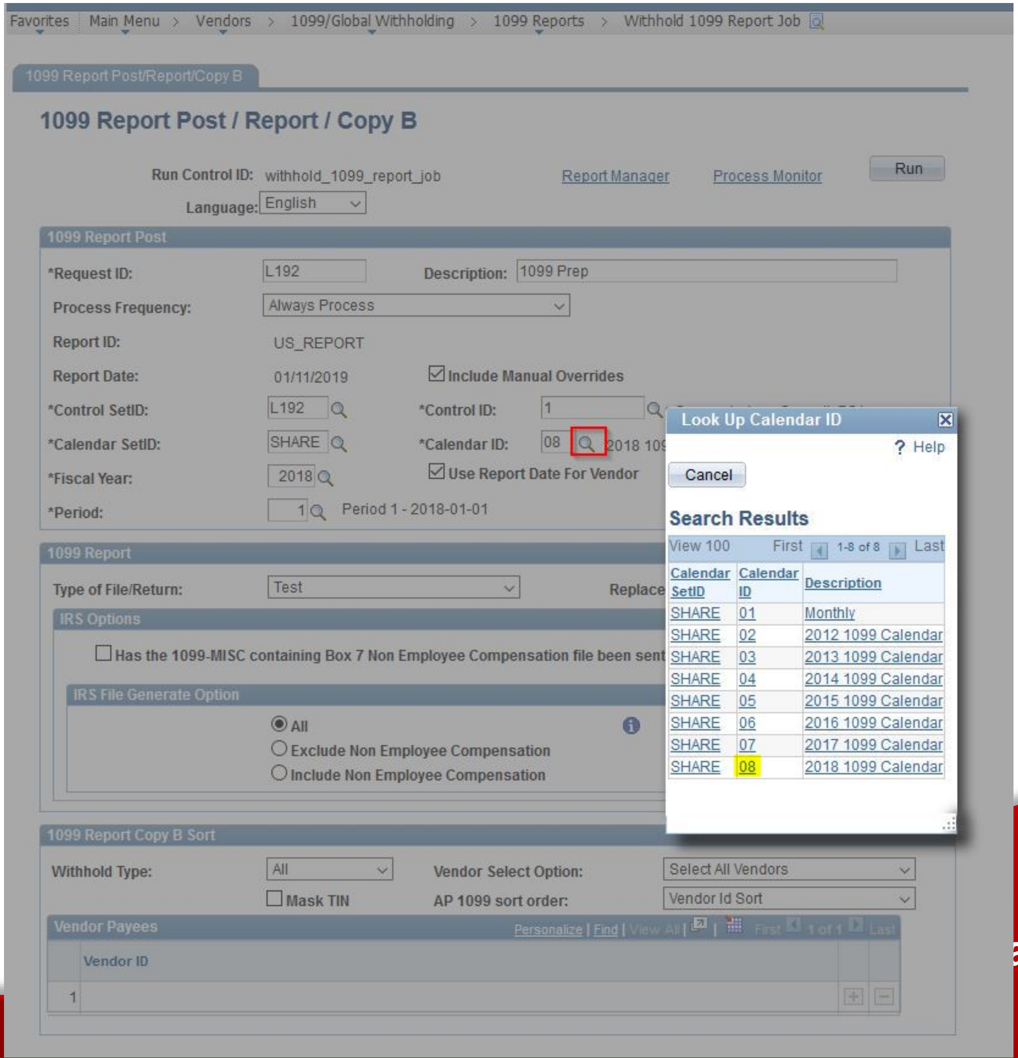


Prepared. For Life.®

Prepared. For Life.®

How do I output this data?

Run the “Withhold 1099 Report Job”



ared. For Life.®

Prepared. For Life.®

How do I output this data?

Run the "Withhold 1099 Report Job"

Favorites > Main Menu > Vendors > 1099/Global Withholding > 1099 Reports > Withhold 1099 Report Job

1099 Report Post/Report/Copy B

1099 Report Post / Report / Copy B

8 Run

Run Control ID: withhold_1099_report_job   Report Manager   Process Monitor

Language: English

1099 Report Post

*Request ID: L192   Description: 1099 Prep

Process Frequency: Always Process

Report ID: US_REPORT

Report Date: 01/11/2019   ☑ Include Manual Overrides

1 *Control SetID: L192   2 Control ID: 1   Coronado Area Council, BSA

3 *Calendar SetID: SHARE   4 Calendar ID: 08   2018 1099 Calendar

5 *Fiscal Year: 2018   ☑ Use Report Date For Vendor

6 *Period: 1   Period 1 - 2018-01-01

1099 Report

Type of File/Return: Test   Replacement Character:

IRS Options

☐ Has the 1099-MISC containing Box 7 Non Employee Compensation file been sent and accepted by the IRS?

IRS File Generate Option

- (●) All
- ( ) Exclude Non Employee Compensation
- ( ) Include Non Employee Compensation

1099 Report Copy B Sort

Withhold Type: All   Vendor Select Option: Select All Vendors

☐ Mask TIN   AP 1099 sort order: Vendor Id Sort

Vendor Payees   Personalize | Find | View All | First 1 of 1 Last

	Vendor ID
1	

7 Save   Return to Search   Previous in List   Next in List   Notify   Add   Update/Display

Prepared. For Life.®

Prepared. For Life.®

How do I output this data?

Run the “Withhold 1099 Report Job”

Favorites | Main Menu > Vendors > 1099/Global Withholding > 1099 Reports > Withhold 1099 Report Job

Process Scheduler Request

User ID MCREAGH **Run Control ID** withhold_1099_report_job

Server Name PSNT **Run Date** 01/11/2019

Recurrence **Run Time** 8:08:45AM Reset to Current Date/Time

Time Zone

Process List

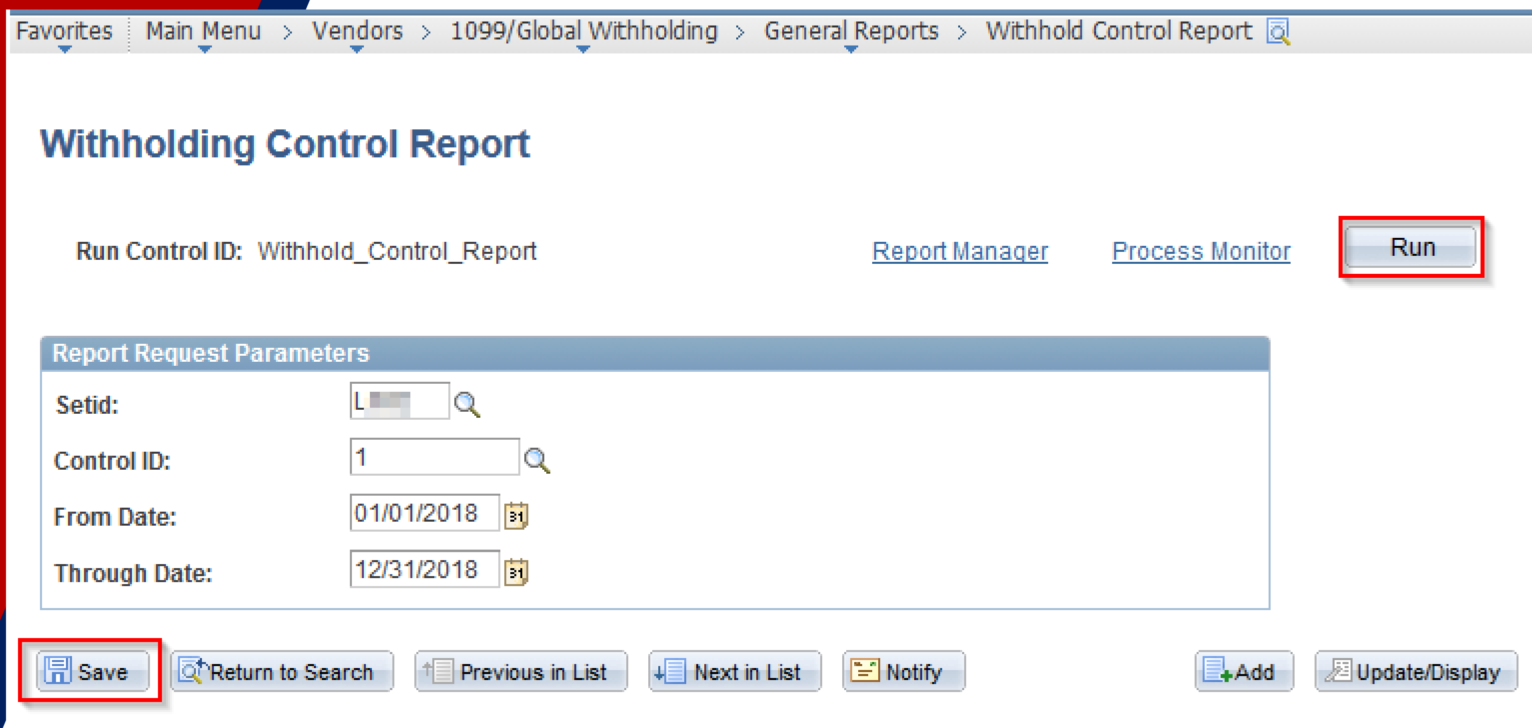
Select	Description	Process Name	Process Type	*Type	*Format	Distribution
☐	1099 Report Post	1099_RPT_PST	Application Engine	Web	TXT	Distribution
☐	Print 1099 Copy B	APCOPYB	PSJob	(None)	(None)	Distribution
☐	XMLP:Withhold 1099 Report	APX1099	BI Publisher	Web	PDF	Distribution
☐	XMLP: Withhold 1099G Report	APX1099G	BI Publisher	Web	PDF	Distribution
☐	XMLP:Withhold 1099I Report	APX1099I	BI Publisher	Web	PDF	Distribution
☐	1099-MISC Copy B	APY1099-	Crystal	Web	PDF	Distribution
☐	1099-G Copy B	APY1099G	Crystal	Web	PDF	Distribution
☐	1099-INT Copy B	APY1099I	Crystal	Web	PDF	Distribution
☐	1099 Job	AP_1099	PSJob	(None)	(None)	Distribution
☐	1099 Report	AP_APY1099	Application Engine	Web	TXT	Distribution
☐	1099 Copy B Sort	AP_COPYB_RPT	Application Engine	Web	TXT	Distribution
☐	1099 Post, Report, & CopyB Sor	RPT_1099	PSJob	(None)	(None)	Distribution

OK Cancel

Prepared. For Life.®

How do I output this data?

Run the Withholding Control Report



Prepared. For Life.®

Prepared. For Life.®

How do I output this data?

Withholding Control Report

Page: 1 of 5 | Automatic Zoom

ORACLE Report ID: APY3012

PeopleSoft Accounts Payable

VENDOR WITHHOLDING BALANCES CONTROL REPORT

Page No. 1
Run Date 12/12/2016
Run Time 8:59:25 AM

Business Unit: [illegible]
Vendor ID: [illegible] Location: 01
Currency: USD
Entity: Internal Revenue Service

Name Control	TIN Type	Tax ID Number	2nd TIN	Profession	Sex	Birthdate and place
	Fed ID	[illegible]	No			

Company Indicator	Tax District	Certificate type	Certificate number	Expiration Date	Direct Sales	State Tax Withheld
N					N	0.00

Children
0

Vendor Address: [illegible]
United States

Type: 1099 1099 Withholding

			Basis Amount	Liability Amount	Paid Amount
Jurisdiction:	FED	Federal			
Class:	07	Non-Employee Compensation	49,500.00	0.00	0.00
Total for Entity IRS:			49,500.00	0.00	0.00

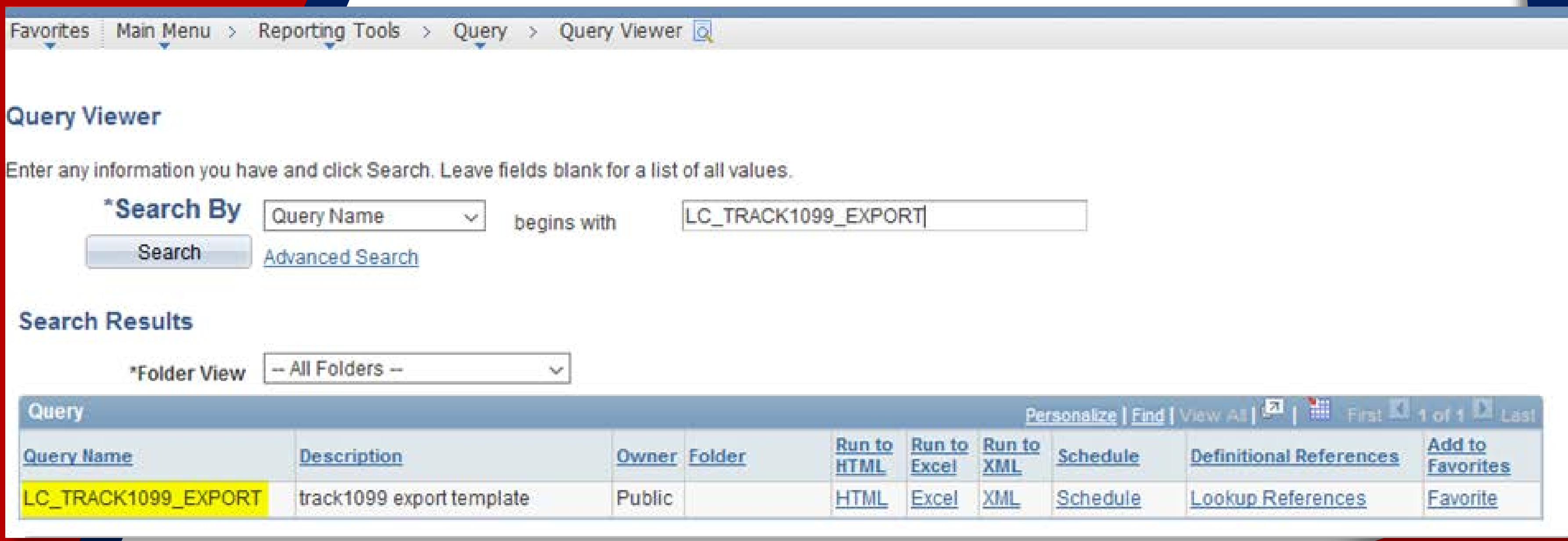
Prepared. For Life.®

Prepared. For Life.®

How do I output this data?

LC_TRACK1099_EXPORT

Query Output for TRACK1099



Prepared. For Life.®

Prepared. For Life.®

How do I output this data?

LC_TRACK1099_EXPORT

Query Output for TRACK1099

LC_TRACK1099_EXPORT - track1099 export template

Business Unit: [illegible]

Year: 2018

View Results

Download results in : Excel SpreadSheet CSV Text File XML File (15 kb)

View All

First 1-10 of 10 Last

	Payee Name	Type	Payee Tax ID	Payee Name	Payee Address 1	City	State	Zip Code	Email Address	Account	Office Code	Box 1	Box 2	Box 3	Box 4	Box 5	Box 6	Box 7	Box 8	Box 9	Box 10	Box 13	Box 14	Box 15A	Box 15B	Box 16	Box 16B	Box 17	Box 18	Box 18B	FATCA
1	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	2300.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		
2	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	820.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		
3	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	726.350	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		
4	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	2400.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		
5	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	1817.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		
6	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	2950.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		
7	[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0.000	0.000	0.000	0.000	0.000	0.000	1800.000	0.000		0.000	0.000	0.000	0.000	0.000	0.000			0.000		

Prepared. For Life.®

How do I output this data?

LC_TRACK1099_EXPORT

Query Output for TRACK1099

You can edit your details before you upload

Payee Name	Type	Payee Tax ID	Payee Name	Payee Address 1	City	State	Zip Code	Email Address	Account	Office Code	Box 1	Box 2	Box 3	Box 4	Box 5	Box 6	Box 7	Box 8	Box 9	Box 10
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	2300	0		0
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	820	0		0
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	726.35	0		0
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	2400	0		0
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	1817	0		0
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	2950	0		0
[illegible]	2	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	1800	0		0
[illegible]	1	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	2897.15	0		0
[illegible]	1	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	47400	0		0
[illegible]	1	[illegible]		[illegible]	[illegible]	[illegible]	[illegible]				0	0	0	0	0	0	2750	0		0

Prepared. For Life.®

How do I get started in www.track1099.com?

Setup your council in TRACK1099

T

Track1099 1099 & W-2 <no-reply@track1099.com>

Michael Creagh

Invitation to join Track1099

Retention Policy 3 Year Delete (3 years) Expires 10/16/2021

If there are problems with how this message is displayed, click here to view it in a web browser.

Dear Colleague,

BSA1099 Account has invited you to join their team's account at Track1099 for managing IRS 1099, W-2, W-4 and W-9 forms.

Please click on the link below and sign up using this email address.

Join BSA1099 Account's Team

You'll automatically be connected as a colleague associated with BSA1099 Account and may begin adding Payers and Recipients immediately.

Please send us an email at support@track1099.com if you have any questions.

We look forward to working with you.

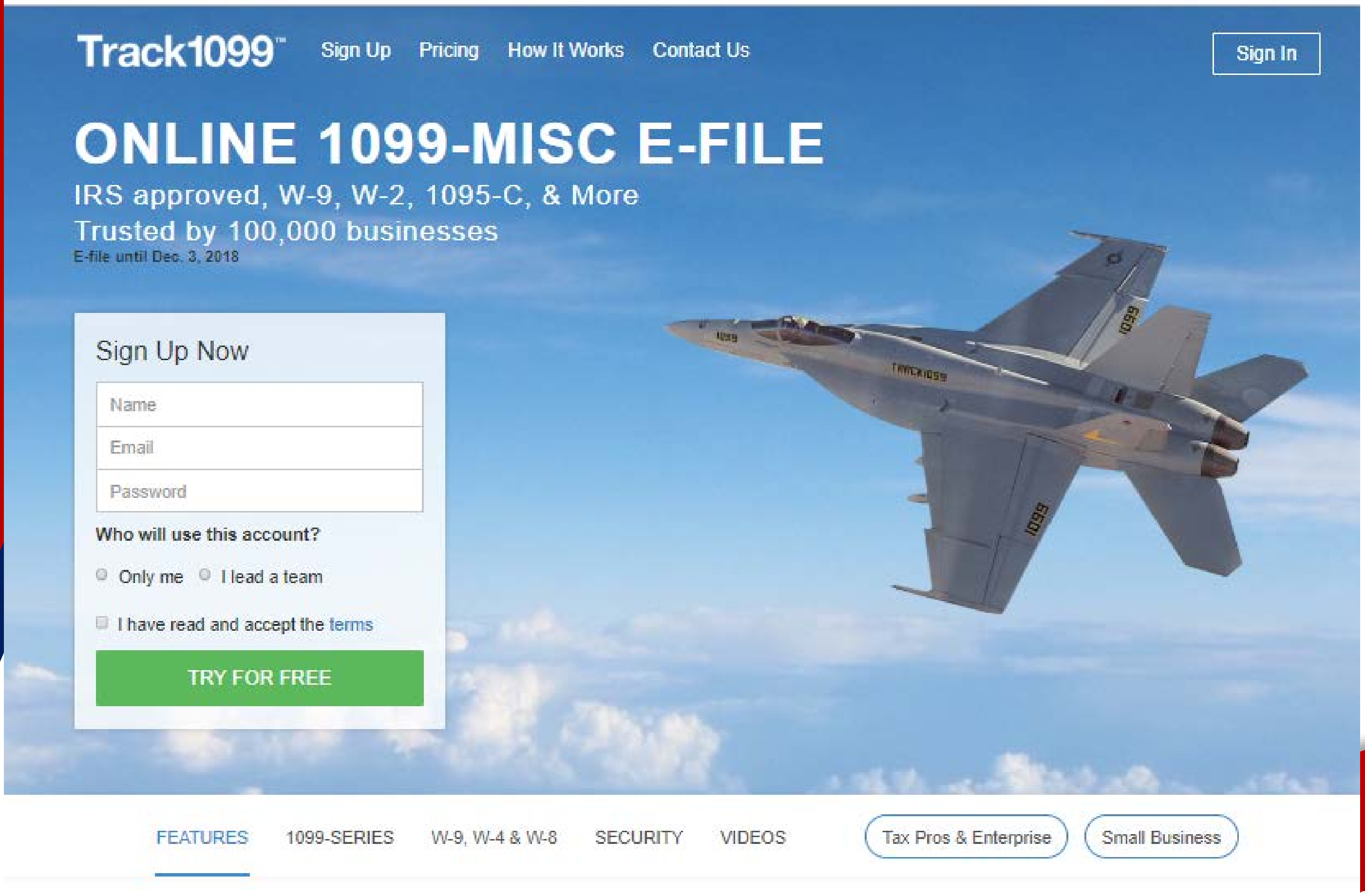
Sincerely,
The Team at Track1099
Stanford, CA
www.track1099.com

Prepared. For Life.®

Prepared. For Life.®

How do I get started in www.track1099.com?

Setup your council in TRACK1099



Prepared. For Life.®

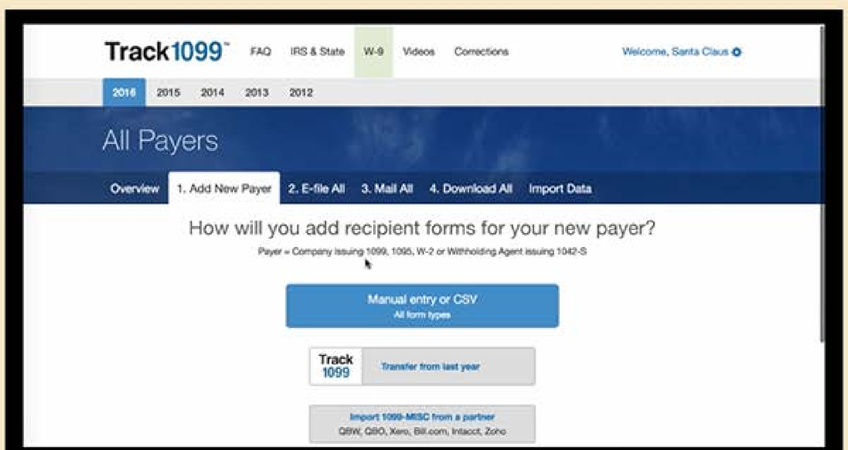
Prepared. For Life.®

How do I get started in www.track1099.com?

Setup your council in TRACK1099

Video Guides

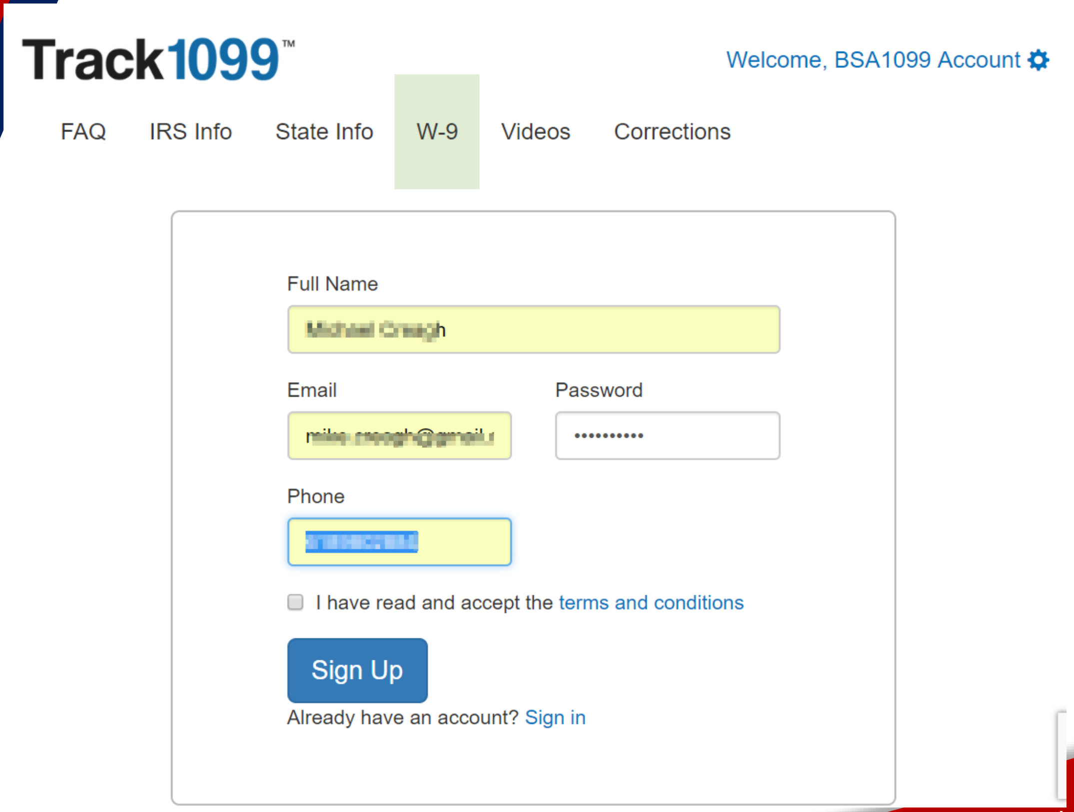
Easy 1099 E-file Overview	CSV Importing, all form types	Corrections
E-Delivery to Recipients	ACA/Obamacare E-file	QuickBooks Online Importing
Tax Pro Teams and Firms	Online W-9s	QuickBooks Desktop Importing
Pricing	Postal Mail	Xero Importing
IRS TIN Matching file	Fixing Many Recipients with Errors	Bill.com Importing



Prepared. For Life.®

www.track1099.com

Setup your council in TRACK1099



Prepared. For Life.®

Prepared. For Life.®

www.track1099.com?

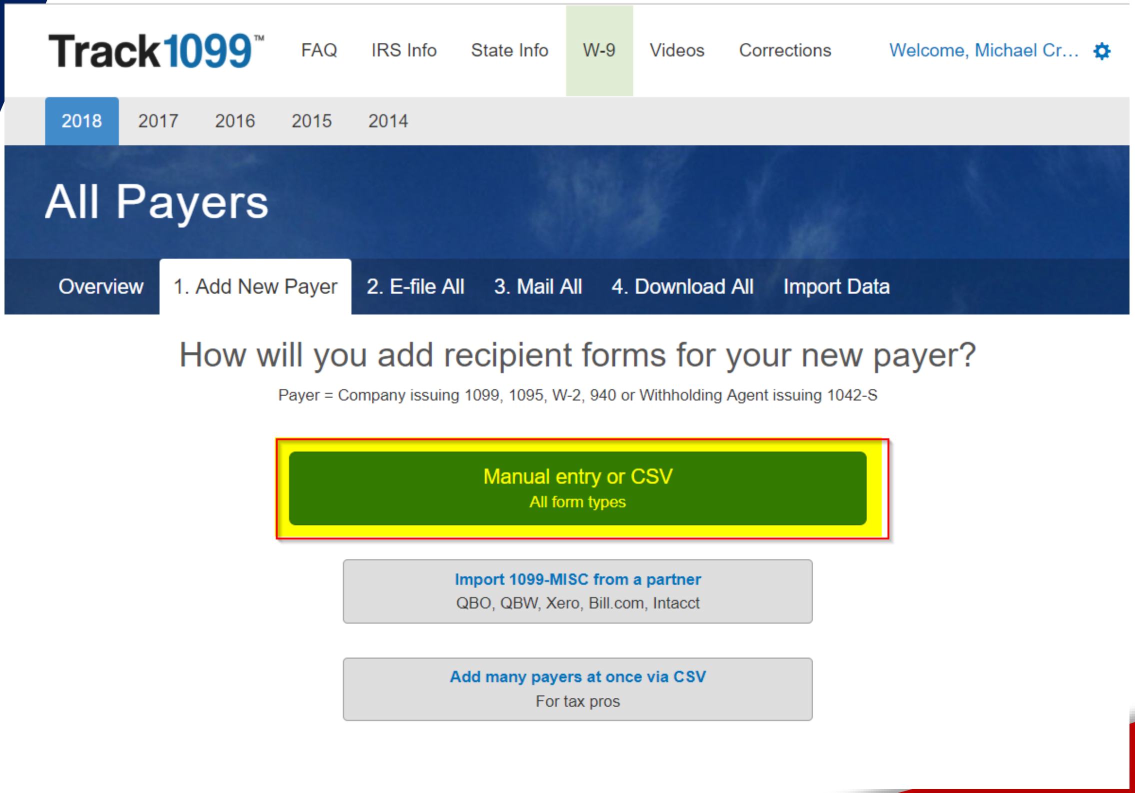
Setup your council in TRACK1099

Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

Setup your council in TRACK1099

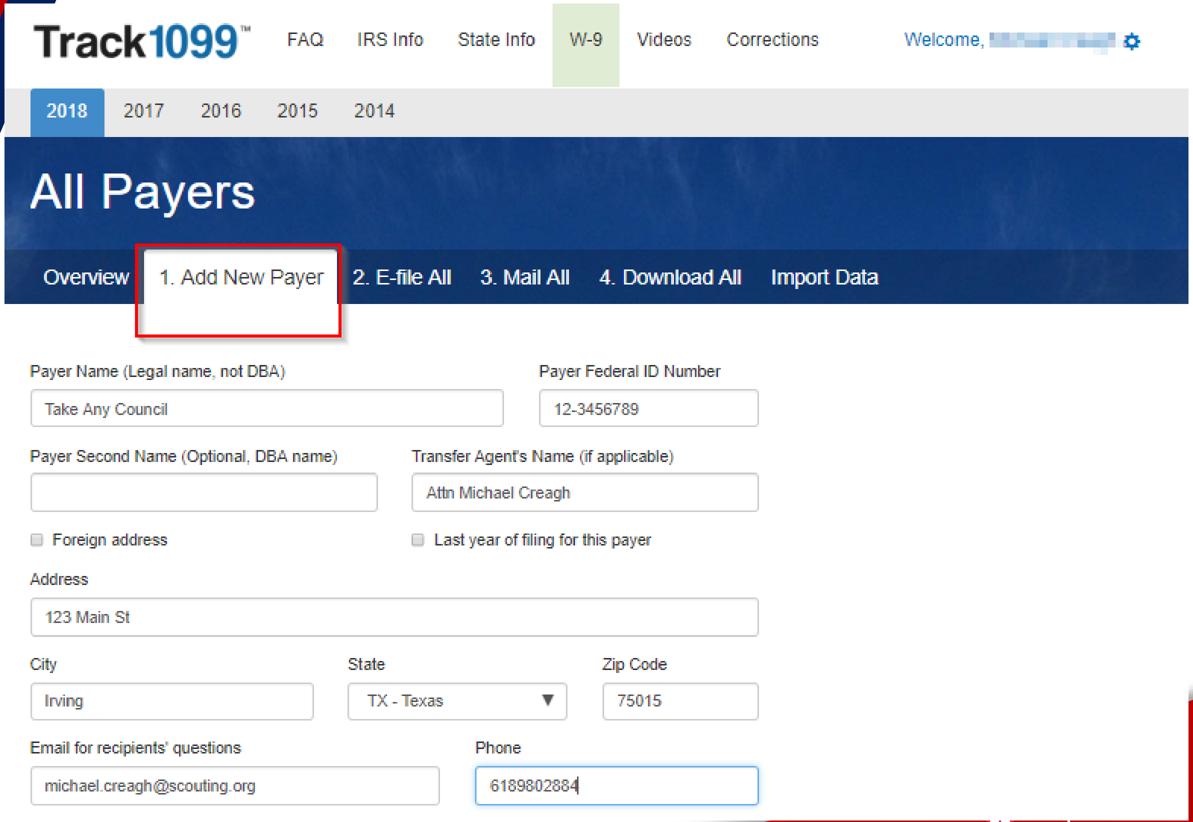


Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

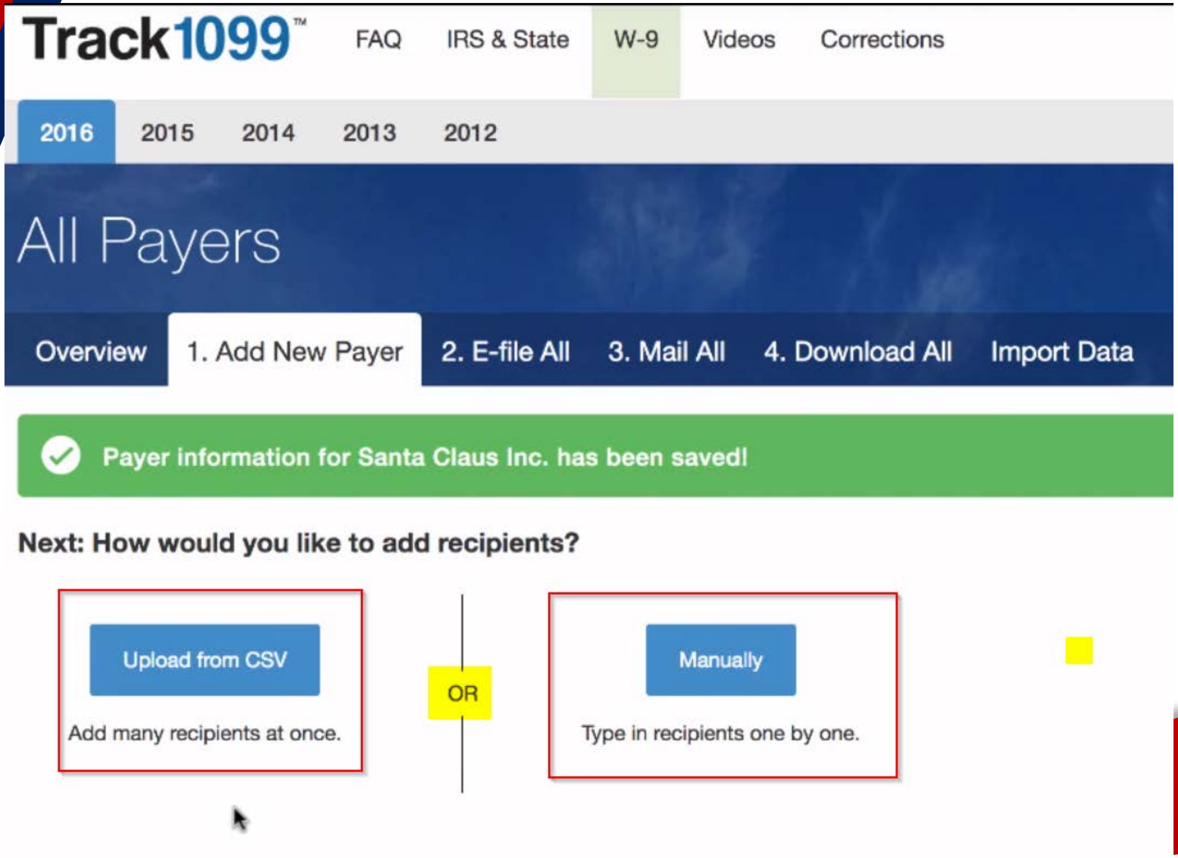
Setup your council in TRACK1099



Prepared. For Life.®

www.track1099.com

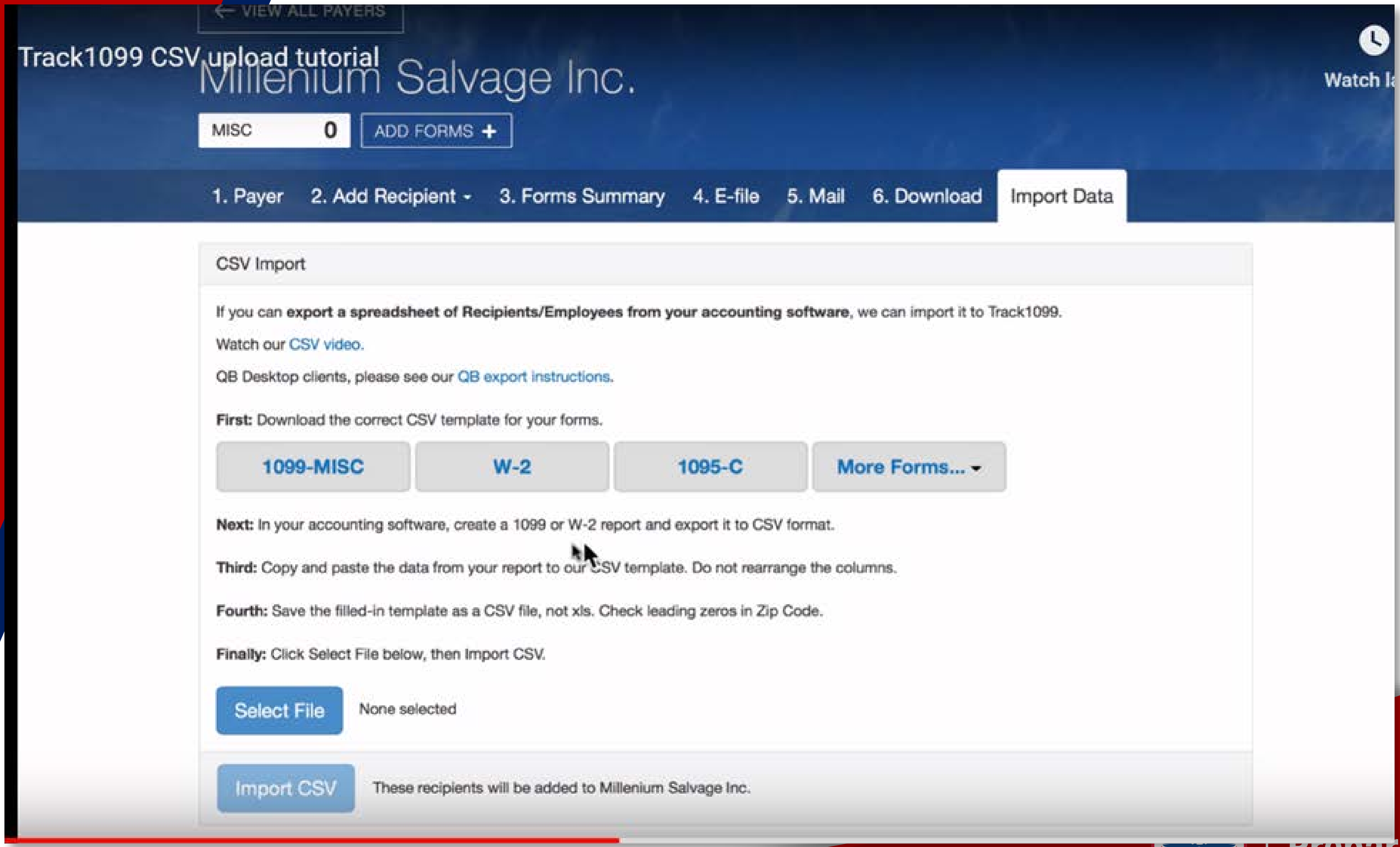
Uploading into TRACK1099 and filing



Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing

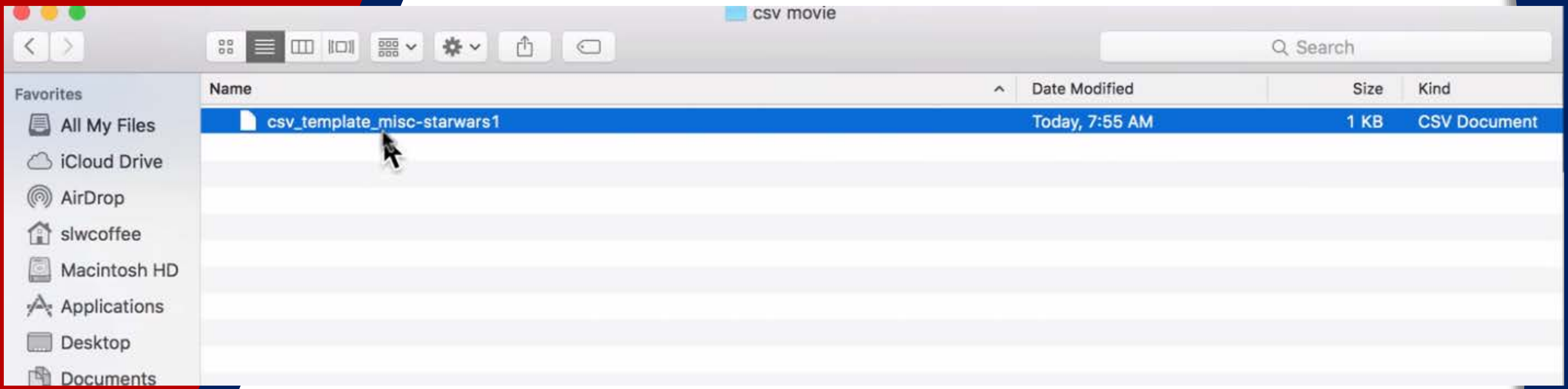


Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing

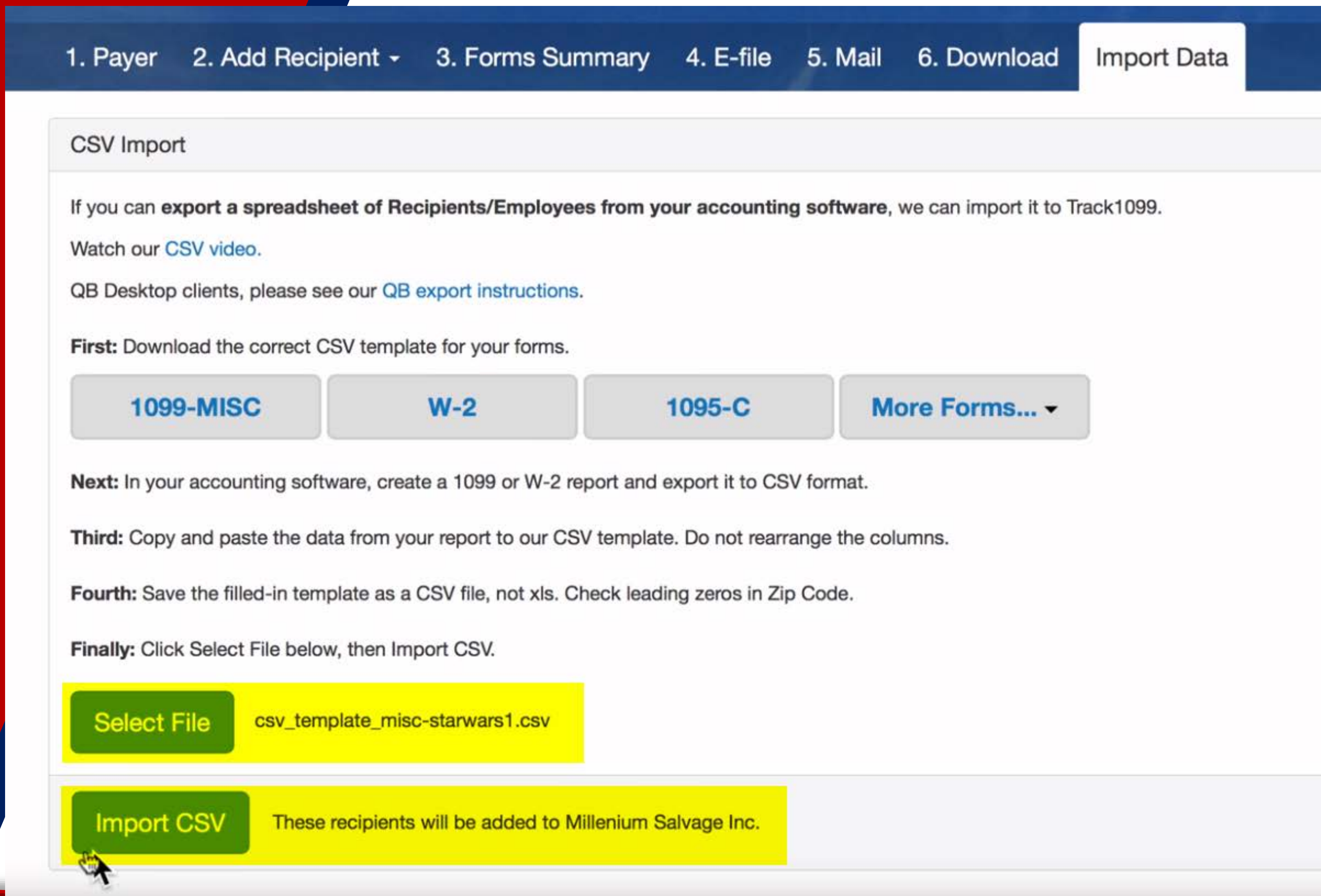


Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing



1. Payer | 2. Add Recipient ▾ | 3. Forms Summary | 4. E-file | 5. Mail | 6. Download | Import Data

CSV Import

If you can **export a spreadsheet of Recipients/Employees from your accounting software**, we can import it to Track1099.

Watch our CSV video.

QB Desktop clients, please see our QB export instructions.

First: Download the correct CSV template for your forms.

1099-MISC | W-2 | 1095-C | More Forms... ▾

Next: In your accounting software, create a 1099 or W-2 report and export it to CSV format.

Third: Copy and paste the data from your report to our CSV template. Do not rearrange the columns.

Fourth: Save the filled-in template as a CSV file, not xls. Check leading zeros in Zip Code.

Finally: Click Select File below, then Import CSV.

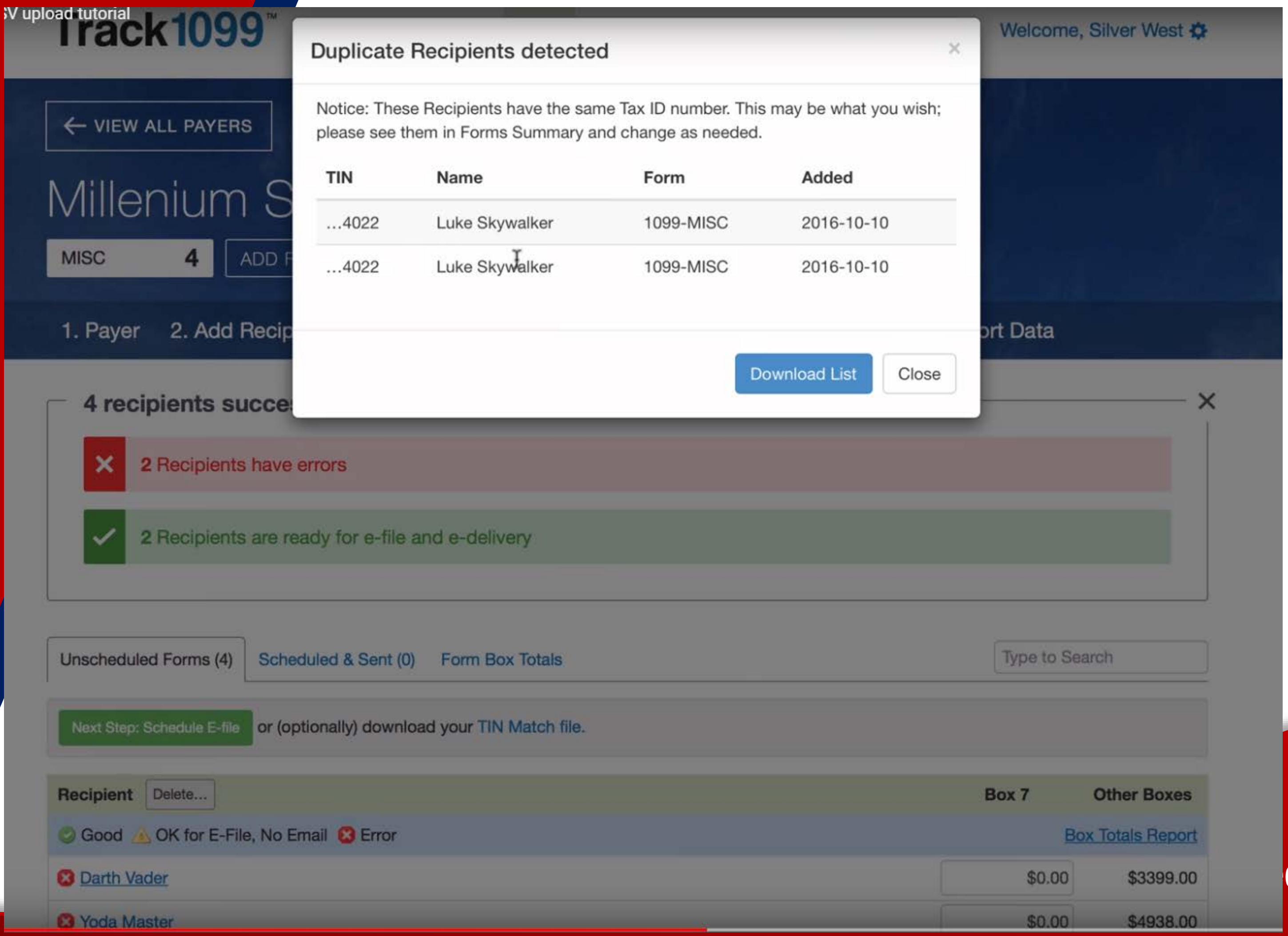
Select File csv_template_misc-starwars1.csv

Import CSV These recipients will be added to Millenium Salvage Inc.

Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing

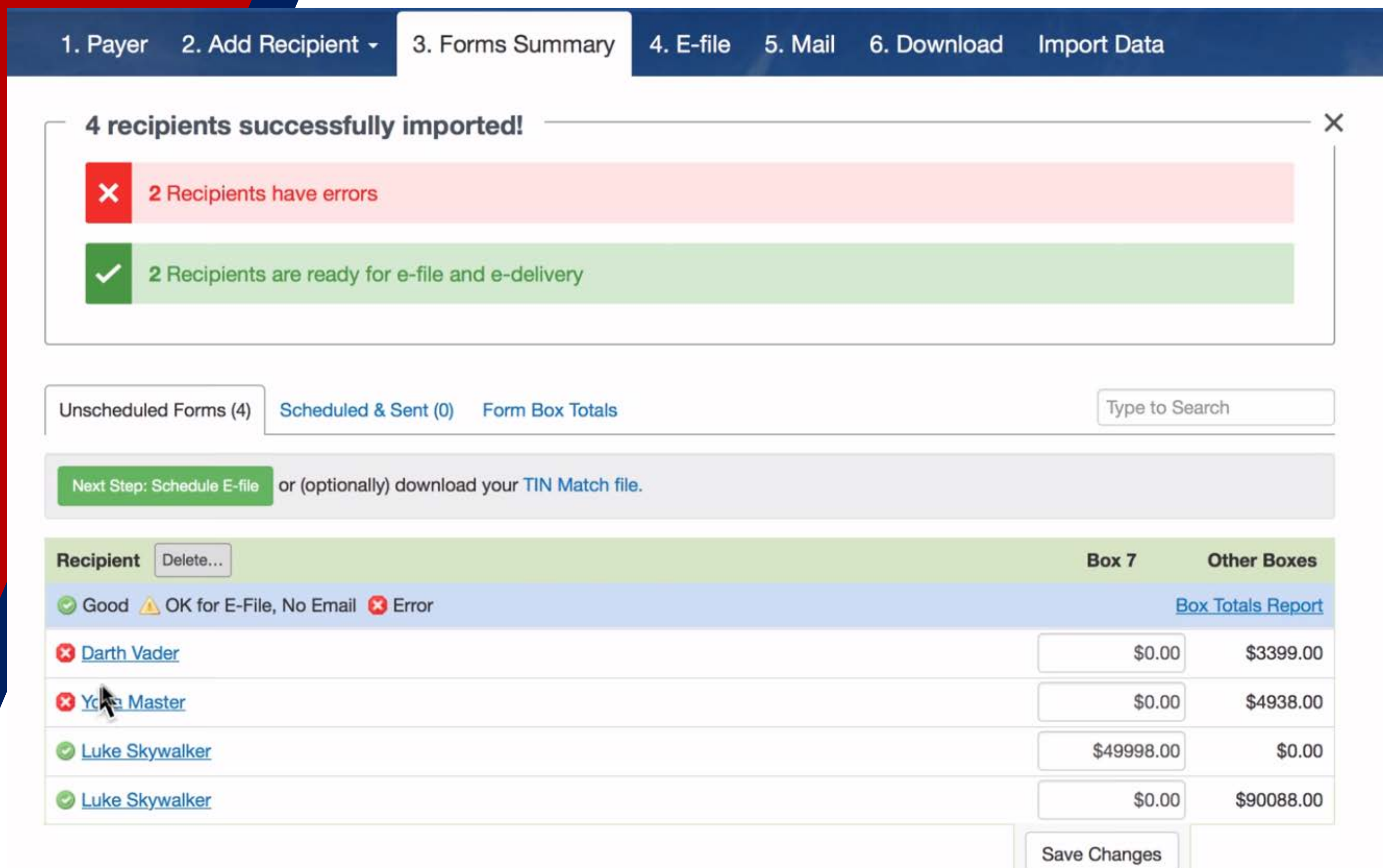


d. For Life.®

Prepared. For Life.®

www.track1099.com

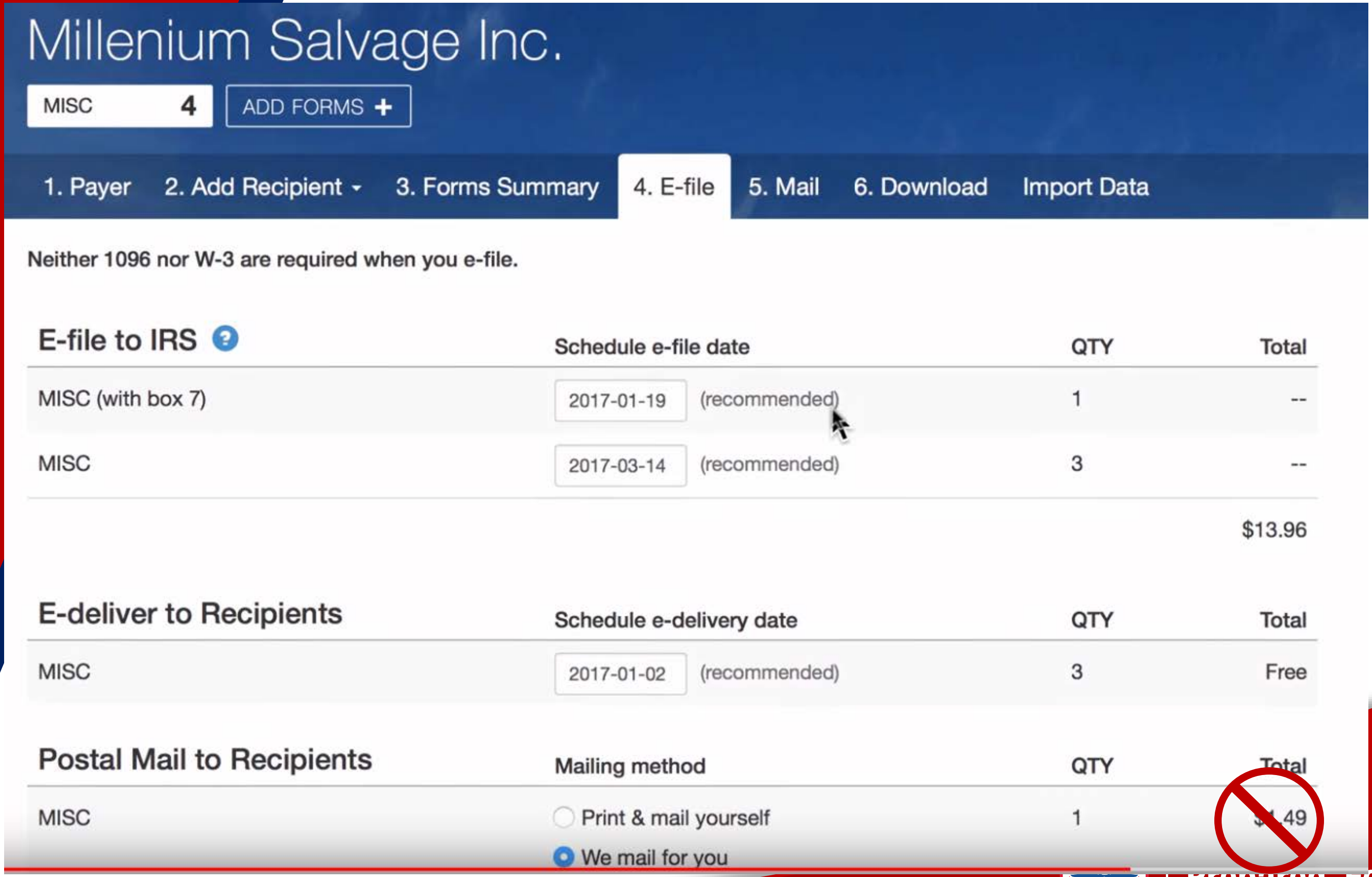
Uploading into TRACK1099 and filing



Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing



Prepared. For Life.®

Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing

E-deliver to Recipients	Schedule e-delivery date	QTY	Total
MISC	2017-01-02 (recommended)	2	Free

Postal Mail to Recipients	Mailing method	QTY	Total
MISC	Print & mail yourself (free) We mail for you ($1.49)	1	$1.49

Total: **$13.46**

Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

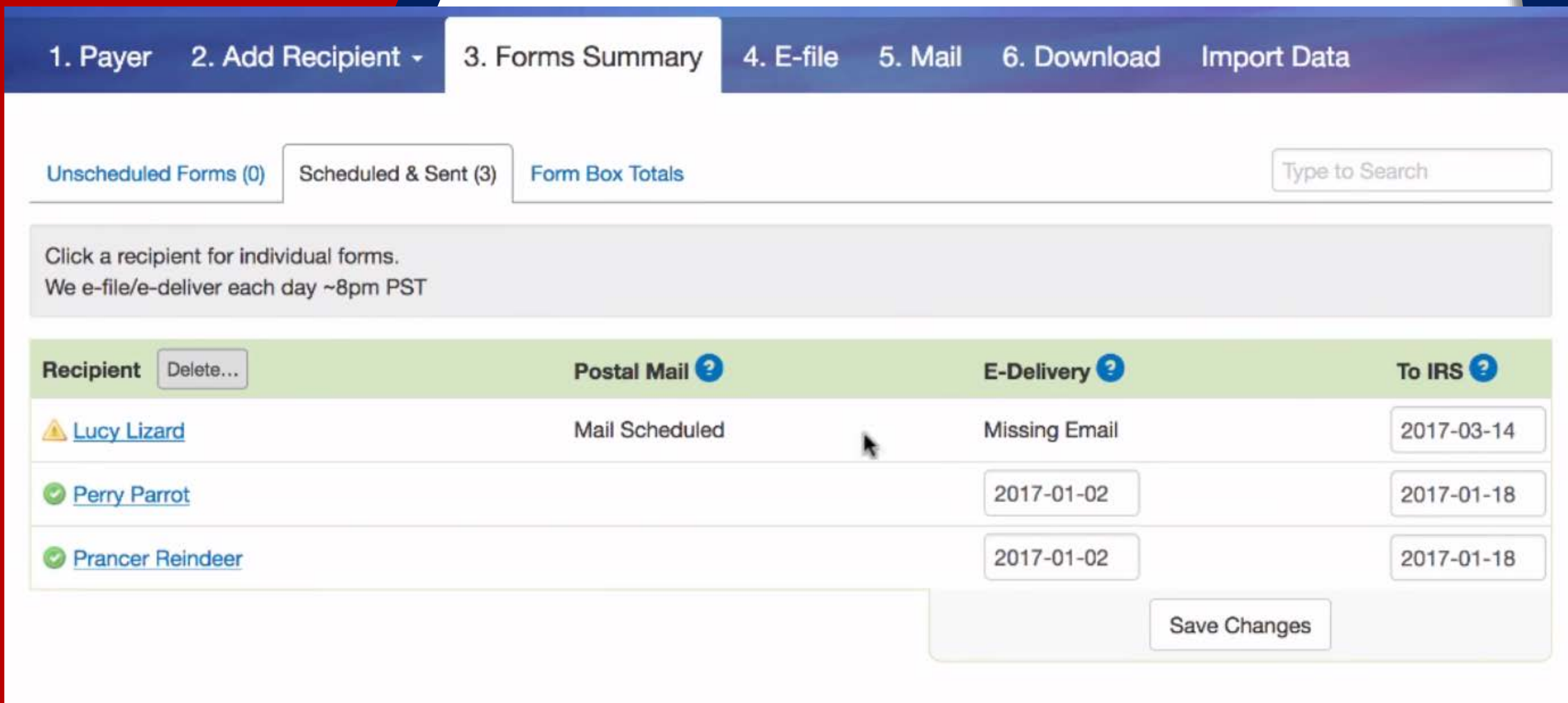
Uploading into TRACK1099 and filing

Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

Uploading into TRACK1099 and filing



Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

What does a e-delivered 1099 look like?

IRS 1099 & W-2 <no-reply@t1099.menlo-aero.com>
to prancer

10:34 AM (0 minutes ago)

Dear Prancer Reindeer,

...

Santa Claus Inc. has issued an IRS form 1099-MISC for you for tax year 2016 using Track1099, an IRS-approved vendor.

You may retrieve your form electronically by clicking on the blue button below. Doing so gives Santa Claus Inc. a record of e-delivery, which is required by the IRS. Unless you request it, you will not receive a paper copy in the mail.

Retrieve Your 1099-MISC

To validate your identity, you'll be asked to enter the last 4 digits of your Tax ID number.

By clicking on the secure link, you give permission to Santa Claus Inc. and Track1099 LLC to deliver your 1099-MISC electronically for tax year 2016. You may refuse or withdraw your consent by emailing red@track1099.com. Please include the name of the company, Santa Claus Inc., your name, last 4 of your SSN or EIN, your full mailing address and a request for paper. A paper copy will then be mailed to you.

This form may look a little different from the usual 1099-MISC, but is an acceptable substitute according to IRS Pub. 1179.

Your 1099-MISC will remain available via the secure link until October 15, 2016 at which time it will become inaccessible.

You may update your information by emailing red@track1099.com. Please include the company name, Santa Claus Inc., your name, and the last 4 of your SSN or EIN.

In order to access the document, you will need a suitable computer connected to the internet, running an internet browser that supports 256 bit SSL encryption that is able to view HTML pages and download a pdf file.

Sincerely,
The Team at Track1099
www.track1099.com

Prepared. For Life.®

www.track1099.com

What does a e-delivered 1099 look like?

Download or Print

Sign Out

Payer's Name:
Santa Claus Inc.
4847 Snow Way
Anchorage, AK 49998

2016 Form 1099-MISC
Miscellaneous Income

OMB No. 1545-0115

Copy B For Recipient

This is important tax information and is being furnished to the Internal Revenue Service. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.

For questions about this form, contact Santa Claus Inc. at 4449998883

Recipient's Name:
PRANCER REINDEER
3948 SNOW WAY
FAIRBANKS, AK 49998

Payer's federal identification number: 48-3394448	**Recipient's identification number:** 487333372

Box 7: Nonemployee compensation
$58,478.00

Instructions for Recipient - 1099-MISC

Recipient's identification number. For your protection, this form may show only the last four digits of your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN). However, the issuer has reported your complete identification number to the IRS.

Account number. May show an account or other unique number the payer assigned to distinguish your account.

FATCA filing requirement. If the FATCA filing requirement box is checked, the payer is reporting on this Form 1099 to satisfy its chapter 4 account reporting requirement. You also may have a filing requirement. See the Instructions to Form 8938.

Amounts shown may be subject to self-employment (SE) tax. If your net income from self-employment is $400 or more, you must file a return and compute your SE tax on Schedule SE (Form 1040). See Pub. 334 for more information. If no income or social security and Medicare taxes were withheld and you are still receiving these

Box 6. For individuals, report on Schedule C (Form 1040).

Box 7. Shows nonemployee compensation. If you are in the trade or business of catching fish, box 7 may show cash you received for the sale of fish. If the amount in this box is SE income, report it on Schedule C or F (Form 1040), and complete Schedule SE (Form 1040). You received this form instead of Form W-2 because the payer did not consider you an employee and did not withhold income tax or social security and Medicare tax. If you believe you are an employee and cannot get the payer to correct this form, report the amount from box 7 on Form 1040, line 7 (or Form 1040NR, line 8). You must also complete Form 8919 and attach it to your return. If you are not an employee but the amount in this box is not SE income (for example, it is income from a sporadic activity or a hobby), report it on Form 1040, line 21 (or Form 1040NR, line 21).

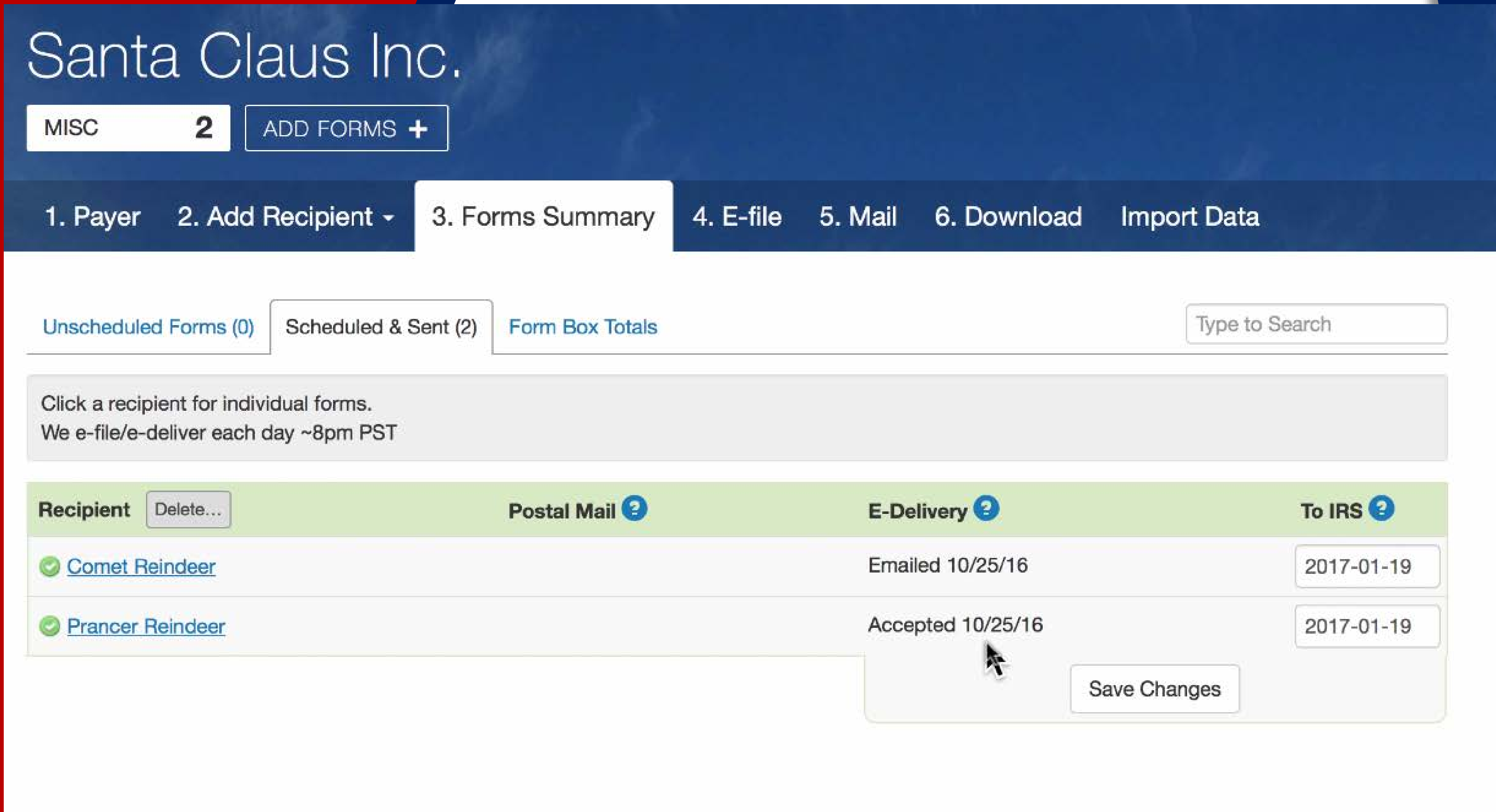
Box 8. Shows substitute payments in lieu of dividends or tax-exempt interest received by your broker on your behalf as a result of a loan of your securities. Report on the "Other income" line of Form 1040 (or Form 1040NR).

Box 9. If checked, $5,000 or more of sales of consumer products was paid to you on a buy-sell, deposit-commission, or other basis. A dollar amount does not have to be shown. Generally, report any income from your sale of these

Prepared. For Life.®

www.track1099.com

What does a e-delivered 1099 look like?

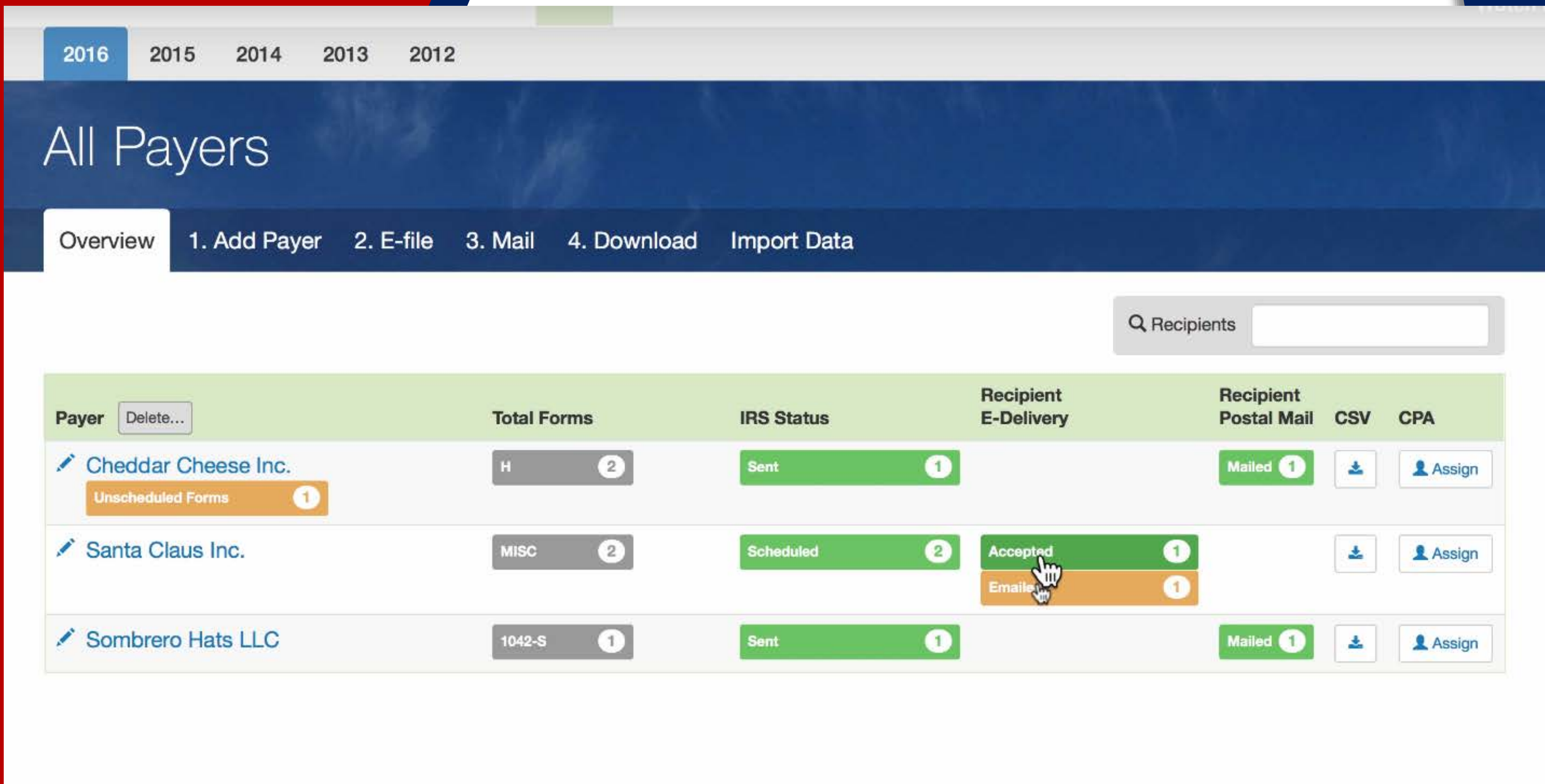


Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

What does a e-delivered 1099 look like?



Prepared. For Life.®

Prepared. For Life.®

www.track1099.com

Video Guides

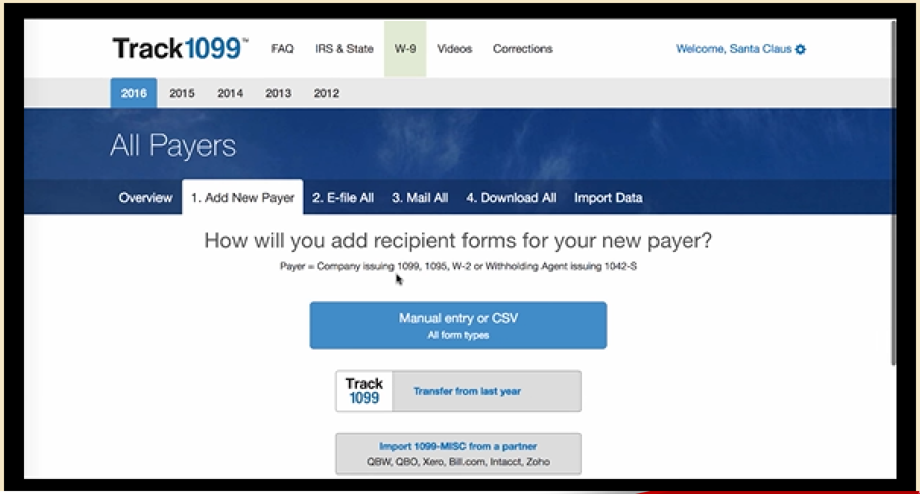
Easy 1099 E-file Overview | CSV Importing, all form types | Corrections

E-Delivery to Recipients | ACA/Obamacare E-file | QuickBooks Online Importing

Tax Pro Teams and Firms | Online W-9s | QuickBooks Desktop Importing

Pricing | Postal Mail | Xero Importing

IRS TIN Matching file | Fixing Many Recipients with Errors | Bill.com Importing



Prepared. For Life.®

Prepared. For Life.®

Questions?

michael.creagh@scouting.org

Prepared. For Life.®