Preparing your 1099-NEC & 1099-MISC for printing and mailing

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## Preparing your 1099-NEC & 1099-MISC forms for printing and mailing

#### Verify Agency's Profile

- Your agency TIN
- Your Agency NAME
- Your Agency Address
- Your Agency Contact Person for 1099-NEC & 1099-MISC: Name, Phone Number, and Email address

Please email the OFM Help Desk at <u>HereToHelp@ofm.wa.gov</u> of any changes to your Agency's Profile information. OFM will update your agency profile so your agency contact information shows correctly on the 1099-NEC & 1099-MISC forms.

### Verify Recipient's Profile

Please **navigate** through each 1099-NEC & 1099-MISC forms and ensure that the Recipient profile exist and valid:

- o TIN
- o NAME
- TAX TYPE
- o Address
- o Zip code

If any part of the Recipient profile is incorrect, please **correct** the 1099-NEC & 1099-MISC records in Account Ability.

#### **Verify Amounts**

Verify that each 1099-NEC & 1099-MISC forms has the correct Amount and populated in the appropriate IRS Box:

- Correct Dollar Amount?
- Appropriate IRS Box?

## Taking into account Electronic Funds Transfer (EFT) payments processed on last two-business day of the calendar?

Refer to user guide: <u>Determining the Correct 1099 Reporting Year for EFT Payments.</u>

# Manually track EFT reversals and make appropriate adjustment to current year's 1099-NEC & 1099-MISC

For example:

If you incorrectly paid vendor "A" \$5000 and later did an EFT reversal (within 3-4 business days from payment date) or EFT Returned of this \$5000, the 1099-NEC & 1099-MISC will show \$5000 paid to vendor "A".

You will need to remember that you did an EFT reversal or return and manually backed out this \$5000 EFT reversal/return, as vendor A should not be receiving a 1099-NEC or 1099-MISC form.

# **Browsing Returns**

Q	<b>Browsing Returns</b> within a Client (Agency) – Browse mode is indicated by the browse icon appearing next to the reporting year on the tax forms.
40	Browse Buttons: Navigation first, back, forward, last Moves to the first form in client's list of forms.
*	Moves to the previous form in client's list of forms.
	Moves to the next form in client's list of forms.
	Moves to the last form in client's list of forms.
	[1099-NEC & 1099-MISC] Locate a recipient [F5] – This function will allow you access to the Shared Recipient Database.
-	[1099-NEC & 1099-MISC] Delete recipient (Ctrl+Del) (with confirmation)
<u>å</u>	Client (Filer) Management
	Active Forms o
¢	Add a new recipient [Ins] (with automatic insert)
~	[1099-NEC & 1099-MISC] <b>Save</b> Changes [F8]
×	[1099-NEC & 1099-MISC] Cancel Change (Ctrl+F8, Esc)

The following are navigation button for browsing through the returns.

### **Delete blank forms**

Sometimes Account Ability creates blank 1099-NEC & 1099-MISC forms. Please navigate through each form to spot blank 1099-NEC or 1099-MISC form. Please **delete** the **blank 1099-NEC & 1099-MISC** forms from Account Ability.

VOID all forms with amount less than the dollar amount threshold

Tools Module Preferences Forms	١
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Set Print Indicators	ŀ
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Set Corrected (G) Indicators	ł
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Print Window	
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🧞 Filtering	ľ
🗈 Verify Ctrl+V	,
Address Verification Ctrl+Alt+V	
Assign Account Numbers	ł
Update Tamonatah re	

You will want to **VOID** all 1099-NEC & 1099-MISC that do not meet the dollar amount threshold. Please check with the Internal Revenue Service (IRS) on guidelines regarding category and amount threshold for 1099-NEC & 1099-MISC reporting.

- 1. Open up your Client Agency
- 2. Open the **1099-NEC & 1099-MISC** forms for your agency.
- 3. Click "Tools" and then "Filtering"

4. In the "Select a Currency Field" section of the Filtering tool, *Click* on an IRS type {for example Rents}

For example, the reportable amount for "**Rents**" is amount equal to or greater than \$600.

1099-MISC - INSTRUCT Filtering	) Constraints		×
Select A Currency Field		0.00	
AttorneyFees Box15a Box15b CropInsurance ExcessGoldenPara Federal Fishing Medical Nonemployee Other Rents Repolties StatelIncome StatelIncomeTax		0.00	
State2Income 💌			
Clear <u>V</u> OID Indicators	B	<u>∧ B</u> egin	Cancel
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In this example, you would select "Rents" in the "Select A Currency" Field section,

then in the operator section, select the "less than" operator and enter "600.00" in the amount field.

Currency Fields			600.00	
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Rents				
Royalties				
State1Income 🚽				
State1IncomeTax				
State2Income 🗾				1
 □ Clear ⊻01D Indicators	8	6	< <u>B</u> egin	Cancel

6. Continue amount threshold setting for the rest of the IRS type amount.

Select A Currency Field	
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Box15b	Repts $\leq$ \$600.00
CropInsurance	Rovalties < \$10.00
ExcessGoldenPara	0ther < \$600.00
Federal	Nonemployee $< $600.00$
Fishing	Nonempioyee ( toooroo
Medical	
Nonemployee	
Other	
Rents	
Royalties	
State1Income 🚽	
State1IncomeTax	
State2Income 💌	
☐ Clear ⊻01D Indicators	Cancel

7. When you are done with all your amount filtering, *Click* Begin.



8. *Click* "**Yes**" to confirm filtered records to be marked **VOID** to confirm the filtered records to be marked VOID.



### Delete VOIDED or BLANK 1099-NEC & 1099-MISC returns

You must delete the blank 1099-NEC & 1099-MISC returns. With the return that you want to delete in view, click on the [Delete] button.

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PAYER'S name, street address, city	, state, ZIF	<sup>a</sup> code, ai	nd telepho	ne number		1 Rents	OMB No. 1			
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ADDRESS LINE 2 CITY WA 98504						\$0.0	1099-	MISC		
						3 Other income	4 Federal in	come tax withheld		2
Telephone: 360-407-	-8011					\$0.0	00	\$0.00	_ ~ /	
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								\$0.00	\$0.0g	

You do not have to delete the returns that have been marked **Void**. When a return that has been marked Void, the return will automatically **not print**, even if the Printed flag is unchecked. However, if you would like to delete the VOID return to clean up your returns, you can delete the VOID returns.

## **Clear PRINTED flag**



You will want to **Clear Printed** flag for all 1099-NEC & 1099-MISC that you want OFM to print and mail to your recipients on your behalf.

- 1. Open up your Client Agency
- 2. Open the **1099-NEC & 1099-MISC** forms for your agency.
- 3. Click "Tools" and then "Clear Print Indicators"
- 4. Select Filter to retrieve data. For example, ID Number

ear "Print" )	ndicators (1099-MISC - INSTRUCT)	
Select Filter	ID Number	▼ Retrie <u>v</u> e
	ID Number	
	Account Number Becipient's Name	
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- 5. Click "Retrieve"
- 6. Highlight the ID Number to start, for example, "1" and click "From"
- 7. Using the arrow with a bar (locate at the bottom of the "Clear Print Indicator dialogue" to navigate to the last ID Number and highlight it, i.e. "21" and *click* "**To**"

8. Once the range of data to initiate action is selected, *click* "Begin"

Clear "Print" Indicato	rs (1099-MISC	- INSTRUCT)		×
Select Filter ID Num	ber	-	-	Retrie <u>v</u> e
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		1		Cancel
		2	1 -	Cancer
	4 44		1	

9. Click "Yes" to confirm Clear "Print" Indicators



10. Make a note of **Printed flag unchecked** 

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#### **Check OFM/IRS Due Date Calendar**

**Please check OFM/IRS Due Date Calendar** for 1099-NEC & 1099-MISC for date when OFM will start PRINTING & MAILING your agencies' 1099-NEC & 1099-MISC

- 1. OFM is responsible for printing and mailing of your 1099-NEC & 1099-MISC forms.
- Check the "1099-NEC & 1099-MISC Processing Schedule for Reporting Year 2022" calendar – Pay attention to the due date for making changes to 1099-NEC & 1099-MISC data in Account Ability.
- 3. Prior to cut-off date, Agency needs to make sure that the forms are ready for printing and mailing.
- How does Agency ensure that forms are ready for printing by cut-off date? Uncheck "Printed" flag is the key – these forms are ready for printing and mailing.
- 5. Agency can *uncheck* one by one through navigation of each form.
- 6. Agency can also use the Tools menu, *select* "Clear Print Indicators..." option to clear the Printed flag for all forms.



- 7. **Assumption**: the forms are ready for printing and mailing. Nothing more that you need to do to the forms.
- 8. OFM is responsible for printing and mailing of Agencies' 1099-NEC & 1099-MISC forms.

On print date, OFM will access Account Ability to extract all agencies' data and submit to the Printer for print. DES Consolidated Mail Services (CMS) will mail the 1099-NEC & 1099-MISC forms to the Recipient address on the 1099-NEC & 1099-MISC forms.

Please ensure that all Recipients' on the 1099-NEC or 1099-MISC forms have an address with a valid **zip code**.

#### Print a selected 1099-NEC & 1099-MISC form

- 1. Open up your **Client Agency**
- 2. Open the **1099-NEC & 1099-MISC** forms for your agency
- 3. Locate the 1099-NEC & 1099-MISC that you wish to print by using the navigation arrows from the toolbar (located to the right of your Account Ability session).



- 4. The "Printed" box at the top of the 1099 form needs to be **unchecked** and the selection **saved**.
- 5. *Click* on "**File**" to open up the dropdown menu

- 6. *Click* on **Print Forms for Selected Record** and you will receive the following message:
  - a. You are requesting to print forms for the selected recipient only. Okay to Proceed?
    - i. Yes allows you to proceed
    - ii. No returns you to the 1099-NEC & 1099-MISC forms

Click "Yes" to proceed.

Note if you are unable to select on any of the print options, please save any pending changes.

7. The **Print Setup** screen will be visible. From this screen, **locate your printer** in the NAME dropdown and *select* it.

**CAREFUL CONSIDERATION** – All printers in Agency's building will be in the NAME dropdown list. Please be careful in your selection of printer.

The printer names show up may look similar to your printer but may not actually be your printer.

Please be careful that you are **selecting your printer**. Selecting someone else's printer will result in your 1099-NEC or 1099-MISC forms printed at an un-intended printer.

OFM strongly suggests that you setup Print in Account Ability to print using **PDF Writer or Adobe PDF**. Selecting PDF will enable to save the form in a secure location (for example a secure network folder or your secure computer) and print the specific 1099-NEC & 1099-MISC form from that secure location.

Printer		Always	choose
Name:	CutePDF Writer (from DESD7DSA090	12) in : 🗲 P.DE pri	inter while
Status:	Ready	logged	in Account
Type:	Citrix Universal Printer	Ability	
Where:	Client:2:CutePDF Writer		
Comment:	Auto Created Client Printer DESD7DS/	A0902	su edical and health can
Paper		- Orientation	\$0
Size:	Letter	Portrait	ubstitute payments
Source:	Automatically Select	A C Landscape	\$0
			Crop insurance proce
Network.	. [	OK Cancel	\$0

Printing a form from the server has risk, as indicated above.

- 8. Click OK.
- 9. You now have the **GDI Print Options** screen displayed.

Please verify again that your **Printer** selection is CutePDF Writer or Adobe PDF



10. In the **Designated Forms**, select the type of form you wish to print.

For example, if you need to reprint a **Copy B for Recipient**, put a check mark in this selection box.

The required form for recipient would be COPY B FOR RECIPIENT. Agency has the option to choose Copy C for Payer to keep on file. Note: Do not select any of the other form.

6	GDI Print Opt	ions	? 7
	– Target Printe		
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	Port:	Client:2:\\despsoly010\4263_	_02_C 👌
	Location:	Room 4263 4th Floor West	(NO CLIPPING)
	Client Inform	ation	
	Client ID:	INSTRUCT	5
Ş	Name:	AGENCY NAME	3
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#### 11.Click Print

If COPY B FOR RECIPIENT selected in the Designated Forms, the "**Copy B For Recipient**" would print. **12.** Make a note of the Messages and total returns printed.

Messages	_
Tatalast we existed (as a shide simulation of (see 1	
i otal returns printed for each designated form: I	

Click Close

#### Print "Copy C for Payer"

- 1. Open up your Client Agency
- 2. Open the 1099-NEC & 1099-MISC forms for your agency
- 3. *Click* on "**File**" to open up the dropdown menu.
- 4. Click "Print Forms"
- 5. The "**Print Setup**" dialogue box will be visible. From this screen, **locate your printer** in the NAME dropdown and *select* it.
- 6. Click "**OK**"
- 7. You now have the "GDI Print Options" dialogue box. Check "Copy C for Payer"



#### 8. Click "Print" -

The Messages box will display 100% completion and total returns printed for each designated form: 21

Target Printer         Printer:       Client/OFM10999#///despsoly0       NOT BATCHED         Server:       LOCAL         Port:       Client\OFM10999#\\\despsoly010'         Location:       Room 4263 4th Floor West       (NO CLIPPING)         Client Information       Client ID:       INSTRUCT         Name:       AGENCY NAME       Contact:       Contact Trinh Bui         Telephone:       360-407-8011       Designated Forms       INSTRUCTIONS         Preprinted 1099-MISC       Fed Copy A       0.00       0.00         Copy B for Recipient       INSTRUCTIONS       INSTRUCTIONS         N/A       Copy 1 for State Tax Department       Copy 2 for Payer       INSTRUCTIONS         N/A       Copy 1 for State Tax Department       State Return       N/A         N/A       Pressure Seal       Summary 1096       Info Copy       0.00       0.00         Mark as printed       SSA Approved       Truncate social security numbers       SSA Approved       Total returns printed for each designated form: 21         100%       Help       Print       Close       Close	GDI Print Options
Client Information         Client ID:       INSTRUCT         Name:       AGENCY NAME         Contact:       Contact Trinh Bui         Telephone:       360-407-8011         Designated Forms       Preprinted 1099-MISC         Preprinted 1099-MISC       Fed Copy A       0.00         Copy B for Recipient       INSTRUCTIONS         Copy C for Payer       INSTRUCTIONS         N/A       Copy 1 for State Tax Department         Copy 2 for Recipient's State Return       N/A         N/A       Pressure Seal         Summary 1096       Info Copy         Mark as printed       SSA Approved         Truncate social security numbers         Messages         Total returns printed for each designated form: 21	Target Printer         Printer:       Client/OFM10999#///despsoly0       NOT BATCHED         Server:       LOCAL         Port:       Client\OFM10999#\\\despsoly010'         Location:       Room 4263 4th Floor West       (NO CLIPPING)
Designated Forms       Preprinted 1099-MISC       Fed Copy A       0.00       0.00         Copy B for Recipient       INSTRUCTIONS         Copy C for Payer       INSTRUCTIONS         N/A       Copy 1 for State Tax Department       INSTRUCTIONS         Copy 2 for Recipient's State Return       N/A       Pressure Seal         Summary 1096       Info Copy       0.00       0.00         Mark as printed       SSA Approved       Truncate social security numbers         Messages       Total returns printed for each designated form: 21       Close	Client Information Client ID: INSTRUCT Name: AGENCY NAME Contact: Contact Trinh Bui Telephone: 360-407-8011
Messages Total returns printed for each designated form: 21	Designated Forms         Preprinted 1099-MISC       Fed Copy A       0.00       0.00         Copy B for Recipient       INSTRUCTIONS         Copy C for Payer       INSTRUCTIONS         N/A       INSTRUCTIONS         Copy 1 for State Tax Department         Copy 2 for Recipient's State Return         N/A         N/A         Info Copy         Qummary 1096         Info Copy         Mark as printed         SSA Approved         Infuncate social security numbers
100% Print Close	- Messages Total returns printed for each designated form: 21
	100% Print Close

<u>Careful consideration</u>: Note that if 21 forms printed (as illustrated in the training examples). What this mean is that it is printing all forms created, even those that may not meet the dollar amount threshold.

If 16 forms were printed, this means that you have filtered the amount threshold and "VOID" those forms not meeting the dollar amount threshold.

GDI Print Optio	ns		? X	
Target Printer – Printer: C Server: Li	utePDF Writer (fror OCAL	n OFM10999	. NOT BATCHED	
Port: C Location:	lient:2:CutePDF W	riter	(NO CLIPPING)	
Client Information Client ID: IN Name: A Contact: C Telephone: 3	on ISTRUCT GENCY NAME ontact Trinh Bui 60-407-8011			Ì
Designated For Preprinted Copy B for Copy C for N/A	ms 1099-MISC 🔽 Fi Recipient Payer	ed Copy A	0.00 0.00 INSTRUCTIONS INSTRUCTIONS	K
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				GDI Print Options
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reign	CFSP	USPS DP	2nd TIN	Copy C for Payer
in 409/	A income Ş	0.00	State 1 State 2	Copy 1 for State Tax Department      Copy 2 for Recipient's State Retur      N/A      Summary 1096      Mark as printed      Truncate social security numbers

sample of P	re-printed Form selection
AGENCY NAME AGENCY NAME LINE 02 ADDRESS LINE 1 ADDRESS LINE 2 CITY WA 98504	112544.88
Telephone: 360-407-8011	$\langle$
01-2345678 04-37	58121
TRINH TRAINING VENDOR 1	5
6416 PACIFIC HWY E	2
FIFE WA 98424-1561	
M. Amar Marine	and the second

# **Run the Print Summary 1096 Report**

- 1. Open up your Client Agency
- 2. Open the 1099-NEC & 1099-MISC forms for your agency
- 3. *Click* on "**File**" to open up the dropdown menu.
- 4. Select "Print Forms"
- 5. The [Print Setup] dialogue will open up. Please select a PDF Writer option and click [Ok].

If you do not have a PDF Writer option, please contact your Agency IT staff to assist in installing a PDF Writer option.

If your computer does not have a PDF Writer option, please do not attempt to print any document from 1099 Account Ability that may have Recipient's confidential information.

Printer-			
Name:	CutePDF Writer (from DESD7DSA09	02) in 💌 🛛 Prop	perties
Status:	Ready		
Type:	Citrix Universal Printer		
Where:	Client:2:CutePDF Writer		
Comment:	Auto Created Client Printer DESD7DS/	A0902	
Paper Size: Source:	Letter  Automatically Select	Orientation • •	Portrait Landscape
Network.		ОК	Cancel

6. The [GDI Print Options] dialogue will open.



7. Put a checkmark on the "Summary 1096" to select this Designated Form".



#### 8. Now click on [Print] –

You should be able to save the PDF print of "Form 1096 Annual Summary and Transmittal of U.S. Information Returns".

<u>If</u> amount threshold was not set to VOID those less than threshold amount, and you've "Rollup" records, you should have 21 returns.



If you have **VOID** the forms that has amount less than threshold, you should see **16** returns for your Client ID.



# Run the Print Summary 1096 Report (Information copy)

This is another Summary 1096 version of the summary 1096.

9. Put a checkmark on the "**Summary 1096**" to select this Designated Form" and a checkmark next to "Info Copy".



If amount threshold was not set to VOID those less than threshold amount, and you've "Rollup" records, you should have 21 forms.

Form Department Internal Rev	096 of the Trea enue Servic	sury		Annu	al Sur U.S. I	nmary a Informa	and Tr Ition R	ansmit leturns	tal of			YY	YY
AGENC AGENC AGENC ADDRE ADDRE CITY	ame and CY NAMI CY NAMI CSS LII CSS LII WA 98	Address E E LINE NE 1 NE 2 504	02					IN	FORMATI	ON COPY	- DO NOT	FILE WIT	'H IRS
Name of p Conta Email addr	erson to c act Tr: ess	ontact inh Bui	L		Telep Fax n	hone numb 360-4 umber	er 107–801	11					
1 Employ 01-2	er ID num 345678	ber 2	Social sec	curity numbe	r 3 To	tal no. of for 2	rms 4	Federal tax	withheld	5 Tot	tal reporte 7	d with this 9999999	1096 . 80
W-2G	1097-BTC	1098	1098-C	1098-E	1098-T	1099-A	1099-B	1099-C	1099-CAP	1099-DIV	1099-G	1099-H	1099-INT
1099-K	1099-LTC	1099-MISC	1099-OID	1099-PATR	1099-Q	1099-R	1099-S	1099-SA	3921	3922	5498	5498-ESA	5498-SA
		$\mathbf{X}$											

If you have **VOID** the forms that has amount less than threshold, you should see 16 returns for your Client ID.

NFORMA	TION COP	Y - DO NO	OT FILE W	ITH IRS									
Form <b>1</b>	<b>096</b>	sury	Annual Summary and Transmittal of U.S. Information Returns							OMB No. 1545-0108			
Internal Re	venue Servi	ce										_	
FILER'S	Name and	Address											
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1 Emplo 01-3	yer ID num 2345678	ber 2	Social sec	curity numb	er 3 To	tal no. of fo 1	rms 4 L6	Federal ta	x withheld	5 Tot	tal reporte 7	d with this 998943	1096 . 30
6 Enter	an "X" in or	nly one box	below to i	ndicate the	type of for	rm being fil	ed. 7	If this is y	our final ret	urn, enter	an "X" her	e	
W-2G	1097-BTC	1098	1098-C	1098-E	1098-T	1099-A	1099-B	1099-C	1099-CAP	1099-DIV	1099-G	1099-H	1099-INT
1099-K	1099-LTC	1099-MISC	1099-OID	1099-PATR	1099-Q	1099-R	1099-S	1099-SA	3921	3922	5498	5498-ESA	5498-SA

Important NOTE: Please **do not** mail this Summary 1096 to the IRS. This is for your information only. OFM will electronically file your returns to the IRS on your behalf. For this reason, you do not need to mail a summary 1096 to the IRS.

# **Run the Print Control Report**

"Print Control Report" list all the 1099-NEC & 1099-MISC forms for your agency.

- 1. Open up your **Client Agency**
- 2. Open the 1099-NEC & 1099-MISC forms for your agency
- 3. Click on "File" to open up the dropdown menu
- 4. Select "Control Report"
- 5. The [Print Setup] dialogue will open up. Please select a PDF Writer option and click [Ok].

If you do not have a PDF Writer option, please contact your Agency IT staff to assist in installing a PDF Writer option.

If your computer does not have a PDF Writer option, please do not attempt to print any document from 1099 Account Ability that may have Recipient's confidential information.

	Print Setup			? ×
	Printer			
oitor -s	Name:	CutePDF Writer (from DESD7DSA090	)2) in 💌	Properties
COL	Status:	Ready		
E	Туре:	Citrix Universal Printer		
	Where:	Client:2:CutePDF Writer		
	Comment:	Auto Created Client Printer DESD7DS/	40902	
'N	- Paper		- Orientation	
	Size:	Letter		<ul> <li>Portrait</li> </ul>
2	Source:	Automatically Select	A	C Landscape
M		,		
_	Network		OK	Cancel
	$\sqrt{\sqrt{2}}$	ducts	buye	

6. Select your Control Report Preference

Preview (print optional)	OFM recommend that you select the "Preview (print optional)" first.
Control Report Preference OK Cancel Cancel	This option will give you an opportunity to validate that you have selected your printer.

You will have the option to check the box to truncate social security numbers.

<u>Reminder</u>: Please do not print from 1099 Account Ability if you do not have PDF Writer option on your computer.

7. Click OK

Page 1		1099-MISC Control AGENCY NAME ( Taxpayer ID 01 Sorted by Natu	Report (231) INSTRUCT) I-2345678 ral Order	9	01.	/15/13 10:52:22 AM
Vame	Name and Address	Taxpayer ID	Boxes 1-	10, 13-15, Stat	te Income a	nd Withholding
	TRINH RENT TRAIN VENDOR 1	043-75-8121	Box 1	112,544.88	Box 7	0.00
	6416 PACIFIC HWY E		Box 2	0.00	Box 8	0.00
			Box 3	0.00	Box 10	0.00
	FIFE WA 98424-1561		Box 4	0.00	Box 13	0.00
			Box 5	0.00	Box 14	0.00
			Box 6	0.00	Box 9	
			Box 15a	0.00	Box 15b	0.00
				0.00		0.00
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	TRINH RENT TRAIN VENDOR 2	203-74-8058	Box 1	5,437,137.20	Box 7	0.00
	DBA MARTIN SELIG REAL ESTATE		Box 2	0.00	Box 8	0.00
	C/O NORTHERN TRUST BANK FSB		Box 3	0.00	Box 10	0.00
	1414 4TH AVE		Box 4	0.00	Box 13	0.00
	SEATTLE WA 98101-2202		Box 5	0.00	Box 14	0.00
			Box 6	0.00	Box 9	
			Box 15a	0.00	Box 15b	0.00
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	TRINH RENT TRAIN VENDOR 3	270-08-0977	Box 1	18,683.90	Box 7	0.00
	1612 S MILDRED ST STE B		Box 2	0.00	Box 8	0.00
			Box 3	0.00	Box 10	0.00
	TACOMA WA 98406-0512		Box 4	0.00	Box 13	0.00
			Box 5	0.00	Box 14	0.00
			Box 6	0.00	Box 9	
			Box 15a	0.00	Box 15b	0.00
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	TRINH RENT TRAIN VENDOR 4	388-34-7105	Box 1	50.00	Box 7	0.00
	17554 N LONESOME DOVE TRAIL		BOX 2	0.00	BOX 8	0.00
			Box 3	0.00	B0X10	0.00
	SUKPRISE AZ 85374		BOX 4	0.00	BOX 13	0.00
			B0X 5	0.00	BOX 14	0.00
			Box 6	0.00	Box 9	0.00
			B0X 158	0.00	B0X 15D	0.00
				0.00		0.00
				0.00		0.00
	TRINH RENT TRAIN VENDOR 5	452-69-7705	Box 1	348,626.52	Box 7	0.00
	7711 MARTIN WAY E		Box 2	0.00	Box 8	0.00
			D	0.00	Boy 10	0.00
			BOX 3	0.00	BUXIU	0.00
	OLYMPIA WA 98516-5622		Box 3 Box 4	0.00	Box 10 Box 13	0.00