

# 1099 Organizer

This worksheet will help us prepare your 1099s quickly and accurately. Complete and return to us so we can file your 1099s with the IRS by January 31.

Issuer's Name	Address				EIN or SSN	Email
<i>Enter YOUR name or business name</i>	<i>Enter YOUR home address or business address</i>	<i>City</i>	<i>State</i>	<i>ZIP</i>	<i>Enter YOUR EIN or SSN</i>	<i>Enter your email to update the email address we have on file for you</i>

List the information for the 1099s you need issued below. If a recipient received payments from you for both services and rent, please use two lines to separate the types.

	Recipient's Name	Address	City	State	ZIP	EIN or SSN	Amount	Type	
1								Service	Rent
2								Service	Rent
3								Service	Rent
4								Service	Rent
5								Service	Rent
6								Service	Rent
7								Service	Rent
8								Service	Rent
9								Service	Rent
10								Service	Rent
11								Service	Rent
12								Service	Rent
13								Service	Rent
14								Service	Rent
15								Service	Rent
16								Service	Rent
17								Service	Rent
18								Service	Rent
19								Service	Rent
20								Service	Rent