

1099-MISC request form

Complete this form to request 1099-MISC forms for independent contractors. You will receive employee copies and a 1096 Transmittal form for you to sign and file with the IRS. Please enter information for each contractor who needs a 1099 form for the calendar year.

Form Year

This is page ___ of ___

Reset

Sent by	<input type="text"/>	Company Name	<input type="text"/>	Special Instructions	<input type="text"/>	Current Date	<input type="text"/>
Phone Number	<input type="text"/>	Company Code	<input type="text"/>		<input type="text"/>	<input type="text"/>	

After completing the request form, print and fax to your Sage Payroll Services office. Use as many pages as needed and use the Reset button at the top of the page to clear the fields and enter information for more contractors.

Contractor First and Last Name	Street Address	City, State, and ZIP Code	Tax ID Number (SSN or EIN)	Year-to-Date Compensation
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
			Total 1099 Amount (for this page)	<input type="text"/>

I authorize the information on this form and accept responsibility for its use in preparing 1099-MISC information.

Signature

For internal use only	Received: __/__/__	Processed by: _____
	Process Run Number: _____	