

1099 Worksheet

Forms due to recipients by January 31st. Return as soon as possible to ensure enough time to prepare complete & accurate returns.

Business
or Name

Address

EIN / SSN

1099 Recipient List

Name	EIN/SSN	Business Address	Rent	Custom Hire/ Contract Labor	Professional Fees	Interest	Legal Fees
			\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
			\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
			\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
			\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
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Information returns (Form 1099) are required to be prepared on certain payments made in the course of your trade or business. These payments which require 1099 reporting include:

Payments of \$600 or more during the calendar year paid to non-incorporated persons or entities for subcontract work, custom hire, improvements, repairs, bookwork, etc.

Cash rent paid

All payments to attorneys totaling over \$600 (whether incorporated or not)

All payments to veterinarians totaling over \$600 (whether incorporated or not)

Interest you pay to individuals on business loans (other than financial institutions)