

Printing Forms or Saving to PDF

- At the main menu, the status of the file(s) you paid for will be changed to Paid Print/View.

MAIN MENU Earliest Tax Year: 2005 NEC State Requirements

Logged in as: 1099Express Destinie Pearson, destinie@1099express.com CustID: 33689

FILE NUMBER	TAX YEAR	FILING COMPANY	FORM TYPE	MOVE FILES TO CHECKOUT	E-FILED	STATUS
169641	2020	Joans Company 458678942	1099-NEC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paid/Print View

Click the **GREEN LINK ABOVE** to Add/Edit that Company's forms.

If you have completed a filing company and are ready to checkout, please check the box associated with that company and click Checkout.

- NEW COMPANY** ← Start here to setup a NEW company for any Tax Year ([more info](#))
- CHECKOUT** ← Select files above to pay and print for your forms ([more info](#))
- FILE MANAGER** ← Click here to View 1096/W-3's, Bring Files Forward and View e-File Confirmations ([more info](#))
- EDIT ACCOUNT** ← Edit or change your login credentials

- The letters of the file(s) will be **black** instead of **green**. To print, the customer must click the blue letters of the status.
- A new page will appear that displays the names of the recipients in the file. It is at this page that you will *select which copy you want printed*, such as **Copy B** or **Copy C**. You will also select the way they want the SSN of recipient's displayed on the 1099/W-2. The IRS

recommends that the SSN of all recipient's be masked, however, it is not required.

1099-Misc-V20
ABC Inc. EXT: mi2 File: 169773
TaxID: 456783456 Tax Year: 2021

Check the Person to View and/or Print

NO.	TAX ID NUMBER	PAYEE NAME	PRINT ALL
1	123456780	Samuel Jones	<input checked="" type="checkbox"/>

Select the Copy to View and/or Print

Print payee's full SSN (no security)


Mask payee's SSN as XXX-XX-1234 (recommended) [More Info.](#)

Copy B for recipient with instructions.

Copy 2 for recipient's state tax return, when required.


Copy 1 from payer to state, when required.

Copy C for payers (your) records.

 VIEW /PRINT

Note: On the next page, use **File/Print Preview** before printing.
Use **File/Page Setup** to change Margins for envelope sizing.

View our [FAQ](#) if you have questions about who gets which copy

 MAIN MENU

- After making the selections, scroll down a short way and click on the View/Print tab. The forms will pop up in a separate tab from which they can be printed. You can print them on plain copy paper and will fit in the IRS required number 9 double window envelope.

ABC Inc.
512 Woodlake dr
El Paso, TX 79912

Important Tax Return Document Enclosed
Samuel Jones
Trustee
345 S. Main St
Tulsa, OK 98745

Instructions for Recipients

Recipient's taxpayer identification number (TIN). For your protection, this form may show only the last four digits of your SSN, ITIN, ATIN, or EIN. However, the payer has reported your complete TIN 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 may also have a filing requirement. See the Instructions for Form 8938.

Amounts shown may be subject to self-employment (SE) tax. If your net income from SE is \$400 or more, you must file a return and compute your SE tax on Schedule SE (Form 1040 or 1040-SR). See Pub. 334 for more information. Note: If you are still receiving payments on which no income, social security, and Medicare taxes are withheld, you should make estimated tax payments. See Form 1040-ES or Form 1040-ES-SR. Individuals must report these amounts as explained in the box 14 instructions on this page. Corporations, fiduciaries, or partnerships must report the amounts on the proper line of their tax returns.

Form 1099-MISC incorrect? If this form is incorrect or has been issued in error, contact the payer. If you cannot get this form corrected, attach an explanation to your tax return and report your income correctly.

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PAYER'S name, street address, city, state and ZIP code ABC Inc. 512 Woodlake dr El Paso, TX 79912 3618841500		1 Rents \$ 111.11	OMB No. 1545-0115 2021 1099-MISC-V20	Miscellaneous Income
		2 Royalties \$ 777.77		
		3 Other income	4 Fed income tax withheld	
PAYER'S Federal Tax ID 456783456	RECIPIENT'S identification No. XXX-XX-6780	5 Fishing boat proceeds	6 Med & Health care pmts	
RECIPIENT'S Name and Address Samuel Jones Trustee 345 S. Main St Tulsa, OK 98745		7 Payer made direct sales of \$5000 or more of consumer products to a buyer for resale	8 Substitute payments in lieu of dividends or interest	
		9 Crop insurance proceeds	10 Gross proceeds paid to an attorney	
		11 Past Year NEC	12 Section 408A deferrals	
		13 Excess Golden Par Pmts	14 Nonqualified deferred compensation	
Account Number	FATCA filing requirement	15 State tax withheld	16 State-Payer's state no.	17 State income
Form 1099-MISC Department of the Treasury - Internal Revenue Service				

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.

Instructions for Recipients (Cont.)

Box 1. Report rents from real estate on Schedule E (Form 1040 or 1040-SR). However, report rents on Schedule C (Form 1040 or 1040-SR) if you provided significant services to the tenant, sold real estate as a business, or rented personal property as a business. See Pub. 527.
Box 2. Report royalties from oil, gas, or mineral properties, copyrights, and patents on Schedule E (Form 1040 or 1040-SR). However, report payments for a working interest as explained in the Schedule E (Form 1040 or 1040-SR) instructions. For royalties on timber, coal, and iron ore, see Pub. 544.

- The Forms can be saved to a PDF format by selecting that option to print to PDF. You are allowed to email the forms to the recipients, but you must have their permission before hand.