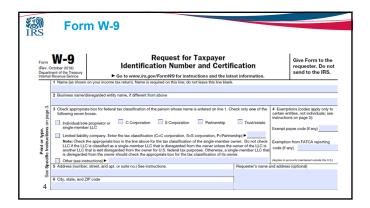


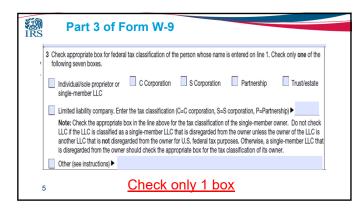


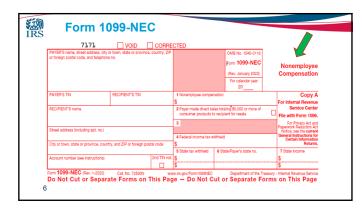
### Form W-9 Info

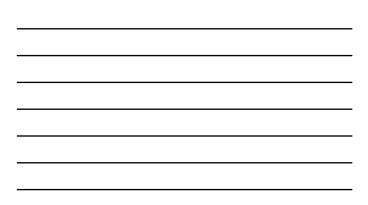
- Provide to every vendor who performs services for your entity (not merchandise)
- Solicit when establishing vendor or prior to payment
- Use to request name & taxpayer identification number (TIN) (SSN or EIN)
- · Identifies type of business
  - Sole proprietor, partnership, Corp.

3









| Form 10   | /00 1110                  |                                |  |   |  |
|---|---------------------------|--------------------------------|--|---|--|
| 9595  |                           |                                | CTED   |   |  |
| PAYER'S name, street address, city o<br>or foreign postal code, and telephone | r town, state or province | e, country, ZIP                | 1 Rents  | OMB No. 1545-0115                                   |  |
| or longing postal code, and temphone  |                           |                                |  | Form 1099-MISC                                      | Miscellaneous                              |
|   |                           |                                | 2 Royattes   | (Rev. January 2022)                                 | Information                                |
|   |                           |                                |  | For calendar year                                   |  |
|   |                           |                                | \$<br>3 Other income   | 20  | Attribuid Copy A                           |
|   |                           |                                | \$   | S   | For  |
| PAYER'S TIN   | RECIPIENT'S TIN           |                                | 6 Fishing boat proceeds  | 6 Medical and health payments                       |  |
|   |                           |                                |  |   |  |
|   |                           |                                | \$   | \$  | File with Form 1096.                       |
| RECIPENT'S name Street address (ncluding apt. no.)                            |                           |                                | 7 Payer made direct sales<br>totaling \$5,000 or more of<br>consumer products to<br>recipient for resale | 8 Substitute payments<br>of dividends or inter<br>S | est Beduction Act                          |
|   |                           |                                | 9 Crop Insurance proceeds  | 10 Gross proceeds pair<br>attorney                  | d to an Notice, see the<br>current General |
|   |                           |                                | \$   | S   | Instructions for<br>Certain                |
| City or town, state or province, country, and ZIP or foreign postal code      |                           |                                | 11 Fish purchased for resale   | 12 Section 409A deferr                              | Information<br>Returns                     |
|   |                           |                                | \$   | \$  |  |
|   |                           | 13 FATCA filing<br>requirement | 14 Excess golden parachute<br>payments   | 15 Nonqualified deferre<br>compensation             | NO   |
| Account number take instructionst   |                           |                                | \$<br>16 State fax withheiri   | \$<br>17 State/Paver's state                        | no. 18 State income                        |
| Account number peer instructions)   |                           |                                | \$   | Tr Staterrayer's state                              | \$   |
| orm 1099-MISC (Rev. 1-2022)   | Cat. No. 14425J           |                                | 3<br>Lins.gov/Form1099MISC   |   | Teasury - Internal Revenue Service         |

# Form 1099-Misc Other Income Deceased employee's wages Punitive damages Do not include employee's wages, bonuses, prizes and awards

# 8

#### Examples to issue IRS Form 1099

If paid over \$600 and not Incorporated:

- Lawn care and Tree Service
- Vehicle repair
- Repairs to building– painting, windows, electrical, plumbing, roof, etc.
- · Presenter/speaker
- Accountant/Attorney if not your employees

#### 9



- Payments subject to Backup Withholding when:
  - The payment is \$600 or more and
  - The payee failed to furnish his TIN or
  - The IRS notified the payor the TIN furnished by the payee is incorrect

10

| IRS | BUW Information  |
|-----|--|
|     | <ul> <li>Withhold Federal Income Tax (FIT) @ 24%<br/>from reportable payment to payee</li> </ul>     |
|     | <ul> <li>Report BUW on Form 945, Annual Return<br/>of FIT withheld</li> </ul>                        |
|     | Report FIT in Box 4 on Form 1099-NEC   |
|     | <ul> <li>Publication 1281, Backup Withholding for<br/>Missing &amp; Incorrect Name/TIN(s)</li> </ul> |
|     |  |
| 11  |  |

## TIN Matching Program

- Must register with E-Service & TIN Matching
- Matches 1099 payee information with IRS records prior to submitting forms
- Decrease backup withholding & Penalty notices
- Pub. 2108-A, On-Line TIN Matching Program

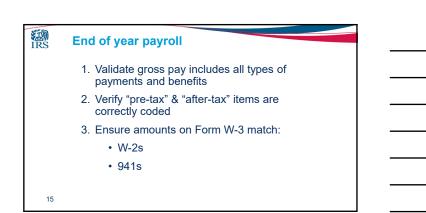
#### Penalties on Form 1099

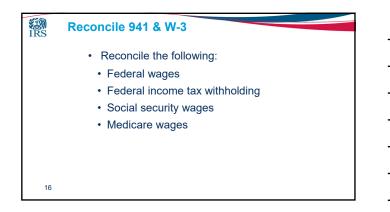
- Failure to File Correct Information Returns Failure to Furnish Correct Payee Statements
- Each penalty is per information return
- \$50 if filed within 30 days
- \$100 if filed 31 days late Aug. 1
- \$290 if filed after 8/1 or not at all

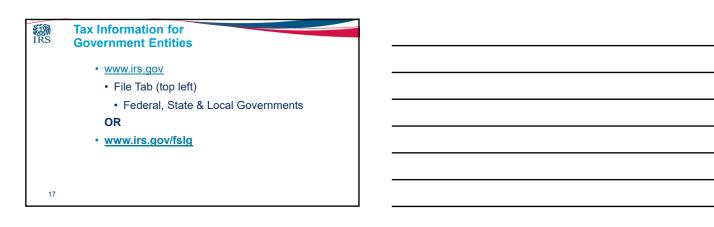
13

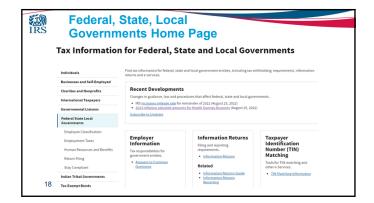
IRS

| IRS | How to find<br>Form 1099 Instructions                                 |  |
|-----|---|--|
|     | <u>irs.gov</u>  |  |
|     | <ul> <li>Select Forms &amp; Instructions Tab (at the top)</li> </ul>  |  |
|     | <ul> <li>In search box: Form 1099 Instructions</li> </ul>             |  |
|     | <ul> <li>Instructions for Forms 1099-MISC and<br/>1099-NEC</li> </ul> |  |
|     | General Instructions for Certain     Information returns              |  |
| 14  |   |  |













|                     | ideo                       | s & We  | ebina                                    | rs   |                                    |                        |             |
|---------------------|----------------------------|---|--|--|------------------------------------|------------------------|-------------|
| www.                | irsvid                     | leos.gov  | /Gover                                   | mments/E   | mployers                           |                        |             |
| <b>WIRS</b>         | Video                      | an a  |  |  |                                    | Search                 |             |
| Individuals         | Businesses                 | Tax Professionals   | Governments                              | Charities & Non-Profits  | Multiingual                        |                        |             |
| Alfordable Care Act | 10 Minutes                 | s on Reconciling Forms 94   | 1W-3W-2 to Gross Pr                      | need from the IRS & SSA:   |                                    |                        | VIDEO 0933  |
| Bonds               | Revenue                    | to: reduce the number of For<br>d 10/04/2018  | ms w-zu ned, receive                     | fewer notices from the IHS & SSA,                                    | find and fix discrepancies before  | year-end.              |             |
| Employers           |                            | ACA Provisions: What You Need to Know   |  |  |                                    |                        | AUDIO 4331  |
| Retirement Plans    | discusses t                | Piese cick here to listen to the recording and or review the transcript of the phone forum. ALA Provisions. What You need to Know. The phone forum<br>discusses the following ALA provisions. W2 reporting of employer sponsored health coverage and the Additional Medicare Tax on High Income Earners.<br>Reviewed 01/21/2021 |  |  |                                    |                        |             |
| Safeguards          |                            |   |  |  |                                    |                        |             |
| Tribes              | Backup Wi<br>What is BU    |   | UW? How to report BU                     | W. Where to get help. Reviewed 1                                     | 1/20/2020                          |                        | VIDE0 65.01 |
| Resources           | Learn abou                 | Employment Taxes Using<br>it when to use the Form 9412<br>Reviewed 01/21/2021   | Form 941.X<br>C statute of limitations t | for Form \$41; differences between a                                 | edjustments and claims: finding th | e Forms you need at    | VIDE0 14.43 |
|                     |                            | Provided Vehicles<br>g an employer-owned vehicle  | might become a taxab                     | le noncash fringe benefit for an em                                  | ployee. Reviewed 12/17/2020        |                        | VIDE0 04:33 |
|                     | Learn how                  |   |  | ment entity, why government entitie<br>s entity. Reviewed 04/19/2019 | s do not require a determination   | letter from the IRS to | VIDEO (5:43 |
|                     | How to cor<br>This video ( | explains how to complete a R  | form W-9. Reviewed                       | 11/12/2019   |                                    |                        | VIDE0 06142 |
|                     |                            |   |  |  |                                    |                        |             |



