

FORM 1099-MISC WORKSHEET

Your Name/Company Name:

Any individual you paid \$600 or more in labor or rent for your farm or business needs to send a form 1099-MISC.

1099-MISC forms are only required to be filed for individuals, partnerships or estates. If you hire or pay rent to an incorporated business, a 1099 is not required. It may be difficult to know if the vendor you are paying is an individual or an incorporated business. For example, LLC stands for Limited Liability Company, not Corporation; so many LLC's still require a 1099 to be issued. If we are unable to determine if your pavees are incorporated, we can send them an IRS Form W-9, asking them to certify their entity type.

CAUTION: There are substantial penalties for failing to file required 1099-MISC forms. Also, the IRS routinely verifies the name and payer ID numbers on all 1099's filed. If there are discrepancies, you will receive a notice and maybe required to begin withholding on future payments. Please return the worksheets before January 24th. We need to get paperwork by this date to guarantee it can be completed and mailed before the January 31st deadline.

RECIPIENTS (People You Paid)