

2011

Your Name: \_\_\_\_\_  
Your Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_ P.O. Box: \_\_\_\_\_  
Your S.S. #: \_\_\_\_\_

INFORMATION FORMS - FORM 1099

<u>To Whom Paid*</u>	<u>Address</u>	<u>Their S.S.#</u>	<u>Amount Paid</u>	<u>For What</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____
9. _____	_____	_____	_____	_____
10. _____	_____	_____	_____	_____
11. _____	_____	_____	_____	_____
12. _____	_____	_____	_____	_____

If you paid another person or partnership (NOT A CORPORATION) \$600 or more during the calendar year, or interest payments of \$10 or more, you must file information forms (FORM 1099 & 1096) to report these payments to the IRS.

Such payments include: interest (\$10 or more), rents, commissions, fees, labor, machine work, etc. (of \$600 or more). Does not include corn, hay & feed.

Please return this form to our office by January 15 so that we can send out your 1099 forms by January 31 to the persons you paid. The 1096 transmittal forms need to be signed by you before February 25 so we can mail them to the IRS by the end of February.

\* If the person to whom paid has not changed from year before, you do not need to include address and Social Security information, we already have it in the computer.