FORM 1099 INFORMATION WORKSHEET

You will have to file form 1099 for any individual, partnership or LLC you paid $10.00 or more for interest, and $600.00 or more for rent, machine hire, independent contractor, casual labor, or other services in 2021. Attorney fees paid to legal professional corporations also must be reported.

If you are required to file forms 1099, please list the information required below AND *include a completed W-9 for each recipient*. Forms are due to recipients no later than January 31, 2022. Forward the information to our office by January 15, 2022.

PAYOR NAME _____

PAYOR ADDRESS _____

PAYOR CITY, STATE, ZIP _____

PAYOR PHONE NUMBER _____

PAYEE NAME	SOCIAL SECURITY #	ADDRESS	AMOUNT PAID IN 2021	WHAT PAYMENT WAS FOR