

# 2009-2010 Wage and Income Reporting

## RETAIL PRICE LIST

All prices effective May 1, 2009 - April 30, 2010

● **We're here to answer questions and help you get the right tools for wage and income reporting.**

Please give us a call if you would like more information or need help selecting the right forms.

Our goal is to deliver everything you need to run your business more successfully!

● **FREE SAMPLES!** Try before you buy to ensure compatibility with your software.

Call for a free sample of any tax form or envelope.

### W-2 Preprinted Traditional 2up Laser Forms

Catalog Page 6

1 sheet = 2 forms \* Order the number of forms needed in increments of 25

Item #	Description	25	50	100	500	1000
BW2FED05	W-2 Employer Federal Copy A	\$8.60	\$11.40	\$18.35	\$82.00	\$145.00
BW2ER105	W-2 Employer State/City Copy 1					
BW2ERD05	W-2 Employer File Copy D					
BW2EEB05	W-2 Employee Federal Copy B					
BW2EE205	W-2 Employee State/City Copy 2					
BW2EEC05	W-2 Employee File Copy C					

### W-2 Preprinted Condensed 2up, 3up & 4up Laser Forms

Catalog Pages 7-8

1 sheet = 1 form \* Order the number of forms needed in increments of 25

Item #	Description	25	50	100	500	1000
BW2EBC05	W-2 Employee 2up Copies B/C	\$8.60	\$11.40	\$18.35	\$82.00	\$145.00
BW2ERD105	W-2 Employee 2up Copies D/1					
BW23UP05	W-2 Employee 3up Copies B/2/C					
BW24UP05	W-2 Employee 4up Ver 1 Copies B/2/C/2					
BW24UPER05	W-2 Employer 4up Ver 1 Copies State/File					
BW24DWN05	W-2 Employee 4up Ver 2 Copies B/C/2/2					
80026	W-2 Employer 4up Ver 1 Copies 1/D					
W24UPA	W-2 Employee 4up Ver 1A Copies C/B/2/2					
B4DWNEMP	W-2 Employer 4up Ver 2 Copies 1/D					
BW24DWNA	W-2 Employee 4up Ver 2A Copies B/C/2/2					
80071	W-2 Employee 4up Ver 1 Copies 2/2/B/C					
80072	W-2 Employer 4up Ver 1 Copies 1/D	\$9.15	\$11.05	\$21.45	\$98.25	\$195.80

### W-2C & W-3C Correction Forms

Catalog Page 9

1 sheet = 1 form \* Order the number of forms needed in increments of 25

Item #	Description	25	50	100	500	1000
BW2C05	W-2C Employer Federal Copy A	\$9.15	\$11.05	\$21.45	\$98.25	\$195.80
80075	W-2C Employer File Copy D					
80076	W-2C Employer State/City Copy 1					
80073	W-2C Employee Federal Copy B					
80074	W-2C Employee File Copy C					
80077	W-2C Employee State/City Copy 2					
BW3C05	W-3C Correction					

### W-2G Forms

Catalog Page 9

1 sheet = 3 forms \* Order the number of forms needed in increments of 25

Item #	Description	25	50	100	500	1000
BW2GFED05	W-2G Federal Copy A	\$7.15	\$10.05	\$13.55	\$58.65	\$99.50
BW2GER105	W-2G Payer State Copy 1					
BW2GERD05	W-2G Payer Record Copy D					
BW2GEEB05	W-2G Winner Federal Copy B					
BW2GEEC05	W-2G Winner Record Copy C					
BW2GEE205	W-2G Winner State Copy 2					
1 sheet = 1 form * Order the number of forms needed in increments of 25		25	50	100	500	1000
BW2G3UP05	W-2G Winner 3up Copies B/2/C	\$7.15	\$10.05	\$13.55	\$58.65	\$99.50

### W-3 Transmittal Forms

Catalog Page 9

1 sheet = 1 form \* Order the number of forms needed in increments of 25

Item #	Description	25	50	100	500	1000
BW305	W-3 Transmittal	\$9.15	\$11.05	\$21.45	\$98.25	\$195.80

# 1099 Preprinted Laser Forms

Catalog pages 10-13

Priced by format (1up, 2up, 3up or 4up forms) at the bottom of the forms list

Item #	Description	
<b>1099-A - Acquisition/Abandonment of Secured Property 3up</b>		
BAFED05	1099-A Federal Copy A	
BAREC05	1099-A Borrower Copy B	
BAPAY05	1099-A Lender or State Copy C	

<b>1099-B - Proceeds From Broker Transactions 2up</b>		
BBFED05	1099-B Federal Copy A	
BBREC05	1099-B Recipient Copy B	
BBPAY05	1099-B Payer or State Copy C	

<b>1099-C - Cancellation of Debt 3up</b>		
BCFED05	1099-C Federal Copy A	
BCREC05	1099-C Debtor Copy B	
BCPAY05	1099-C Creditor Copy C	

<b>1099-CAP - Changes in Corp. Control/Cap. Structure 3up</b>		
BCAPFED05	1099-CAP Federal Copy A	
BCAPB05	1099-CAP Shareholder Copy B	
BCAPC05	1099-CAP Corp. or Broker Copy C	

<b>1099-DIV - Dividends &amp; Distributions 2up</b>		
BDIVFED05	1099-DIV Federal Copy A	
BDIVREC05	1099-DIV Recipient Copy B	
BDIVPAY05	1099-DIV Payer or State Copy C	

<b>1099-G - Certain Government Payments 3up</b>		
BGFED05	1099-G Federal Copy A	
5028	1099-G Recipient Copy B	
5029	1099-G Payer or State Copy C	

<b>1099-INT - Interest Income 3up</b>		
BINTFED05	1099-INT Federal Copy A	
BINTREC05	1099-INT Recipient Copy B	
BINTPAY05	1099-INT Payer or State Copy C	

<b>1099-LTC - Long-Term Care &amp; Accelerated Death Benefits 3up</b>		
BLTCFED05	1099-LTC Federal Copy A	

<b>1099-MISC - Miscellaneous Income 2up</b>		
BMISFED05	1099-MISC Federal Copy A	
BMISREC05	1099-MISC Recipient Copy B	
BMISPAY05	1099-MISC Payer Copy C	
BMIS105	1099-MISC Payer State Copy 1	
BMIS205	1099-MISC Recipient State Copy 2	
BMISB205	1099-MISC Recipient Copies B/2	

<b>1099-OID - Original Issue Discount 3up</b>		
BOIDFED05	1099-OID Federal Copy A	
BOIDREC05	1099-OID Recipient Copy B	
BOIDPAY05	1099-OID Payer Copy C	

<b>1099-PATR - Taxable Distributions From Cooperatives 3up</b>		
BPATRFED05	1099-PATR Federal Copy A	
BPATRRC05	1099-PATR Recipient Copy B	
BPATRPY05	1099-PATR Payer or State Copy C	

<b>1099-Q - Payments From Qualified Education Programs 3up</b>		
BQFED05	1099-Q Federal Copy A	
BQREC05	1099-Q Recipient Copy B	

**1up 1099 Forms** 1 sheet = 1 forms  
Order number of forms needed in increments of 25  
Order number of forms equal to number of recipients

**2up 1099 Forms** 1 sheet = 2 forms  
Order number of forms needed in increments of 25  
Order number of forms equal to number of recipients  
Compatible envelope for 2up 1099s is RDWENV05  
Compatible envelope for 2up 1042-S is 42SSWENV05

**3up 1099 Forms** 1 sheet = 3 forms  
Order number of forms needed in increments of 25  
Order number of forms equal to number of recipients  
Compatible envelope for 2up 1099s is 99DWENV05

**4up 1099 Forms** 1 sheet = 4 forms  
Order number of forms needed in increments of 25  
Order number of forms equal to number of recipients  
Compatible envelope for 2up 1099s is 4UPDWENV05

Item #	Description	
<b>1099-R - Distributions From Pensions, Annuities, etc. 2up</b>		
BRFED05	1099-R Federal Copy A	
BRPAY05	1099-R Payer State Copy 1	
BRB05	1099-R Recipient Federal Copy B	
BR205	1099-R Recipient State Copy 2	
BRREC05	1099-R Recipient File Copy C	
BR3UP05	1099-R Recipient Copies B/2/C 3up	
BR4UP05	1099-R Recipient Copies B/2/C/2 4up	

<b>1099-S - Proceeds From Real Estate Transactions 3up</b>		
BSFED05	1099-S Federal Copy A	
BSREC05	1099-S Transferor Copy B	
BSPAY05	1099-S Filer or State Copy C	

<b>1099-SA - Dist from HAS, Archer MSA, Medicare Adv MSA 3up</b>		
BMSAFED05	1099-SA Federal Copy A	
9377	1099-SA Recipient Copy B	
9378	1099-SA Payer or State Copy C	

<b>1042-S Foreign Person's US Source Income Subject to Withholding 2up</b>		
<b>** NEW FORMAT IN 2008 **</b>		
1042SFED05	1042S Federal Copy A	
1042SB05	1042S Recipient Copy B	
1042SC05	1042S Recipient Federal Copy C	
1042SD05	1042S Recipient State Copy D	
1042SE05	1042S Withholding Agent Copy E	

<b>1098 - Mortgage Interest Statement 3up</b>		
B1098FED05	1098 Federal Copy A	
B1098RC05	1098 Recipient Copy C	
B1098PY05	1098 Payer Copy B	

<b>1098-C - Contributions of Motor Vehicles, Boats, Airplanes 1up</b>		
B1098CA05	1098-C Federal Copy A	
B1098CB05	1098-C Donor Copy B	
B1098CC05	1098-C Donor Copy C	
B1098CD05	1098-C Donee Copy D	

<b>1098-E - Student Loan Interest Statement 3up</b>		
B98EFED05	1098-E Federal Copy A	
B98EREC05	1098-E Borrower Copy B	
B98EPAY05	1098-E Recipient Copy C	

<b>1098-T - Tuition Statement 3up</b>		
B98TFED05	1098-T Federal Copy A	
B98TREC05	1098-T Student Copy B	
B98TPAY05	1098-T Filer Copy C	

<b>5498 - IRA Contribution Information 3up</b>		
B5498FED05	5498 Federal Copy A	
B5498RC05	5498 Participant Copy B	
B5498PY05	5498 Trustee/Issuer Copy C	

<b>5498-ESA - Coverdell ESA Contribution Information 3up</b>		
BESAFED05	5498-ESA Federal Copy A	
BESAB05	5498-ESA Beneficiary Copy B	

<b>5498-SA - HSA, Archer MSA or Medicare Adv Information 3up</b>		
B98MSFD05	5498-SA Federal Copy A	
9380	5498-SA Participant Copy B	
9381	5498-SA Trustee Copy C	

<b>1096 Transmittal 1up</b>		
B109605	1096 Transmittal	

25	50	100	500	1000
\$9.15	\$11.05	\$21.45	\$98.25	\$195.80

25	50	100	500	1000
\$8.60	\$11.40	\$18.35	\$82.00	\$145.00

25	50	100	500	1000
\$7.15	\$10.05	\$13.55	\$58.65	\$99.50

25	50	100	500	1000
\$8.60	\$11.40	\$18.35	\$82.00	\$145.00

## W-2 Blank Perforated Laser Paper

### Catalog Page 14

1 sheet = 1 form \* Order the number of forms needed in increments of 100

Item #	Description	100	500	1000	2000	5000
WONEPERF05	2up Blank Laser Paper	\$25.95	\$73.65	\$143.40	\$277.80	\$659.50
WONEPERFI05	2up Blank Laser Paper w/instructions	\$25.95	\$73.65			
83634	3up Blank Laser Paper with 1/2" perf	\$25.95	\$73.65			
83634I	3up Blank Laser Paper with 1/2" perf w/ instructions	\$25.95	\$73.65			
BW23PERF05	3up Blank Laser Paper	\$25.95	\$73.65			
BW3PERFI05	3up Blank Laser Paper w/ instructions	\$25.95	\$73.65			
4UPPERF05	4up Version 1 Blank Laser Paper	\$25.95	\$73.65			
4UPPERFI05	4up Version 1 Blank Laser Paper w/ instructions	\$25.95	\$73.65			
83631	4up Blank Laser Paper w/ instructions	\$25.95	\$73.65			
80016	4up Version 2 Blank Laser Paper	\$25.95	\$73.65			
4DWNPERF05	4up Version 2 Blank Laser Paper w/ instructions	\$25.95	\$73.65			
B4PERF05	Universal 4up Blank Laser Paper	\$25.95	\$73.65			
		<b>2000</b>	<b>6000</b>			
4UP24	4up 24# Blank Laser Paper for High Volume Equipment	\$277.80	\$791.40	(2,000 minimum quantity, order in increments of 2,000)		

## 1099 Blank Perforated Laser Paper

### Catalog page 15

1 sheet = 1 form \* Order the number of forms needed in increments of 100

Item #	Description	100	500	1000	2000	5000
WONEPERF05	2up Blank Laser Paper for 1099-MISC, -B, -DIV, -R	\$25.95	\$73.65	\$143.40	\$277.80	\$659.50
WONEPERFMI05	2up Blank Laser Paper w/1099-MISC instructions on top panel					
80014	2up Blank Laser Paper w/1099-MISC instructions on both panels					
80637	2up Blank Laser Paper w/ 1/2" side perf					
B99PERF05	3up Blank Laser Paper with side perf					
B99PERFMI05	3up Blank Laser Paper w/1099-MISC instructions					
4UPPERF05	4up Blank Laser Paper for 1099-R					
B4PERF05	Universal 4up Blank Laser Paper					
9ONEPERF05	3up Blank Laser Paper					

## W-2 Traditional 2up Laser Sets

### Catalog Page 16

1 set = 1 employee / Order the number of sets needed in increments of 25

#### Traditional 2up Preprinted Laser Sets

Item #	Description	25	50	100	500	1000
W2TRADS405	W-2 Traditional 2up Laser Set - 4pt	\$40.80	\$47.90	\$64.70	\$310.95	\$597.10
W2TRADS605	W-2 Traditional 2up Laser Set - 6pt	\$48.00	\$59.55	\$84.10	\$339.90	\$678.60
W2TRADS805	W-2 Traditional 2up Laser Set - 8pt	\$60.85	\$78.85	\$107.35	\$421.30	\$841.50

#### Traditional 2up Blank Laser Sets

Item #	Description	25	50	100	500	1000
TRADSET405	W-2 Traditional 2up Blank Laser Set - 4pt	\$31.27	\$38.90	\$52.99	\$251.20	\$475.70
TRDSET4I05	W-2 Traditional 2up Blank Laser Set w/ Instructions- 4pt	\$31.27	\$38.90	\$52.99	\$251.20	\$475.70
TRADSET605	W-2 Traditional 2up Blank Laser Set - 6pt	\$37.55	\$47.90	\$69.90	\$310.35	\$542.70
TRDSET6I05	W-2 Traditional 2up Blank Laser Set w/ Instructions- 6pt	\$37.55	\$47.90	\$69.90	\$310.35	\$542.70
TRADSET805	W-2 Traditional 2up Blank Laser Set - 8pt	\$49.20	\$62.15	\$86.60	\$339.90	\$678.60
TRDSET8I05	W-2 Traditional 2up Blank Laser Set w/ Instructions- 8pt	\$49.20	\$62.15	\$86.60	\$339.90	\$678.60

## W-2 Condensed 2up, 3up and 4up Laser Sets

### Catalog Page 17

1 set = 1 employee / Order the number of sets needed in increments of 25

#### W-2 Condensed 2up Preprinted Laser Sets

Item #	Description	25	50	100	500	1000
W2COMBS405	W-2 Condensed 2up Laser Set - 4pt	\$40.80	\$47.90	\$64.70	\$310.95	\$597.10
W2COMBS605	W-2 Condensed 2up Laser Set - 6pt	\$48.00	\$59.55	\$84.10	\$339.90	\$678.60
W2COMBS805	W-2 Condensed 2up Laser Set - 8pt	\$60.85	\$78.85	\$107.35	\$421.30	\$841.50

#### W-2 Condensed 3up Preprinted Laser Sets

Item #	Description	25	50	100	500	1000
W23UPS405	W-2 Condensed 3up Laser Set - 4pt	\$40.80	\$47.90	\$64.70	\$310.95	\$597.10
W23UPS605	W-2 Condensed 3up Laser Set - 6pt	\$50.45	\$59.55	\$82.75	\$393.60	\$747.00

#### W-2 Condensed 3up Blank Laser Sets

Item #	Description	25	50	100	500	1000
3UPSET605	W-2 Condensed 3up Blank Laser Set - 6pt	\$33.65	\$41.40	\$56.90	\$231.30	\$461.40
3UPSET6I05	W-2 Condensed 3up Blank Laser Set w/ instructions- 6pt	\$33.65	\$41.40	\$56.90	\$231.30	\$461.40

#### W-2 Condensed 4up Version 1 Preprinted Laser Sets

Item #	Description	25	50	100	500	1000
W24UPS605	W-2 Condensed 4up V.1 Laser Set - 6pt	\$44.00	\$50.45	\$72.45	\$285.60	\$570.60
W24UPS805	W-2 Condensed 4up V.1 Laser Set - 8pt	\$51.70	\$64.70	\$90.60	\$406.00	\$718.60

#### W-2 Condensed 4up Version 1 Blank Laser Sets

Item #	Description	25	50	100	500	1000
4UPSET605	W-2 Condensed 4up V.1 Blank Laser Set - 6pt	\$33.65	\$41.40	\$56.90	\$231.30	\$461.40
4UPSET6I05	W-2 Condensed 4up V.1 Blank Laser Set w/ instructions- 6pt	\$33.65	\$41.40	\$56.90	\$231.30	\$461.40
4UPSET805	W-2 Condensed 4up V.1 Blank Laser Set - 8pt	\$44.00	\$50.45	\$72.45	\$285.60	\$570.60
4UPSET8I05	W-2 Condensed 4up V.1 Blank Laser Set w/ instructions- 8pt	\$44.00	\$50.45	\$72.45	\$285.60	\$570.60

#### W-2 Condensed 4up Version 2 Preprinted Laser Sets

Item #	Description	25	50	100	500	1000
W24DOWN605	W-2 Condensed 4up V.2 Laser Set - 6pt	\$44.00	\$50.45	\$72.45	\$285.60	\$570.60
W24DOWN805	W-2 Condensed 4up V.2 Laser Set - 8pt	\$51.70	\$64.70	\$90.60	\$406.00	\$718.60

#### W-2 Condensed 4up Version 2 Blank Laser Sets

Item #	Description	25	50	100	500	1000
4DWNSET605	W-2 Condensed 4up V.2 Blank Laser Set w/ instructions- 6pt	\$33.65	\$41.40	\$56.90	\$231.30	\$461.40
4DWNSET805	W-2 Condensed 4up V.2 Blank Laser Set w/ instructions- 8pt	\$44.00	\$50.45	\$72.45	\$285.60	\$570.60

## 1099 Laser Sets

### Catalog Page 18

1 set = 1 recipient / Order the number of sets needed in increments of 25

#### 1099-DIV Laser Set

Item #	Description	25	50	100	500	1000
DIVS305	1099-DIV Preprinted Set - 3pt	\$30.50	\$38.35	\$51.50	\$244.05	\$461.30
DIVS405	1099-DIV Preprinted Set - 4pt	\$42.40	\$48.85	\$69.90	\$313.00	\$553.60
DIVSET305	1099-DIV Blank Set - 3pt	\$23.90	\$30.50	\$42.30	\$204.55	\$395.30
DIVSET405	1099-DIV Blank Set - 4pt	\$30.50	\$38.35	\$51.50	\$244.05	\$461.30

#### 1099-MISC Laser Set

Item #	Description	25	50	100	500	1000
MISCS305	1099-MISC Preprinted 2up Set - 3pt	\$30.50	\$38.35	\$51.50	\$244.05	\$461.30
MISCS405	1099-MISC Preprinted 2up Set - 4pt	\$42.40	\$48.85	\$69.90	\$313.00	\$553.60
MISCS505	1099-MISC Preprinted 2up Set - 5pt	\$46.15	\$58.05	\$93.15	\$372.60	\$659.10
MISCSET305	1099-MISC Blank 2up Set - 3pt	\$23.90	\$30.50	\$42.30	\$204.55	\$395.30
MISCSET405	1099-MISC Blank 2up Set - 4pt	\$30.50	\$38.35	\$51.50	\$244.05	\$461.30
MISCSET505	1099-MISC Blank 2up Set - 5pt	\$34.20	\$42.30	\$58.05	\$267.05	\$487.70

#### 1099-R Laser Set

Item #	Description	25	50	100	500	1000
RS405	1099-R Preprinted 2up Set - 4pt	\$39.50	\$46.20	\$63.40	\$303.40	\$579.90
RS605	1099-R Preprinted 2up Set - 6pt	\$46.15	\$58.05	\$93.15	\$372.60	\$659.10
RS805	1099-R Preprinted 2up Set - 8pt	\$59.40	\$76.65	\$104.20	\$464.85	\$817.30
R4UPS605	1099-R Preprinted 4up Set - 6pt	\$42.40	\$48.85	\$69.90	\$313.00	\$553.60
R4UPS805	1099-R Preprinted 4up Set - 8pt	\$50.15	\$67.20	\$88.40	\$395.60	\$698.70
RSET405	1099-R Blank 2up Set - 4pt	\$30.50	\$38.35	\$51.50	\$244.05	\$461.30
RSET605	1099-R Blank 2up Set - 6pt	\$37.10	\$46.20	\$67.25	\$299.95	\$527.20
RSET805	1099-R Blank 2up Set - 8pt	\$47.60	\$60.65	\$84.40	\$375.80	\$659.10
R4UPSET605	1099-R Blank 4up Set - 6pt	\$33.00	\$39.55	\$55.50	\$250.70	\$448.00
R4UPSET805	1099-R Blank 4up Set - 8pt	\$42.40	\$48.85	\$69.90	\$313.00	\$553.60

#### 1099-INT Laser Set

Item #	Description	25	50	100	500	1000
INTS305	1099-INT Preprinted Set - 3pt	\$18.60	\$23.90	\$31.70	\$151.75	\$289.80
INTS405	1099-INT Preprinted Set - 4pt	\$23.90	\$30.50	\$42.30	\$204.55	\$395.30
INTSET305	1099-INT Blank Set - 3pt	\$15.90	\$18.60	\$26.35	\$125.20	\$237.20
INTSET405	1099-INT Blank Set - 4pt	\$19.80	\$25.15	\$33.00	\$161.55	\$316.50

#### 1098-T Laser Set

Item #	Description	25	50	100	500	1000
B98TSET05	1098-T Preprinted Set - 3pt	\$18.60	\$23.90	\$31.70	\$151.75	\$289.80

## W-2 and 1099 Kits with Envelopes

### Catalog Page 19

1 set = 1 employee / Order the number of sets needed in increments of 25

E = Self seal envelopes EG = Moisture seal envelopes

All forms are preprinted

Item #	Description	25	50	100	500	1000
<b>W-2 Traditional 2up Laser Kits</b>						
W2TRADS4E	W-2 Traditional 2up Kit w/ Self-Seal Envelopes- 4pt	\$70.35	\$83.40	\$121.90	\$453.95	\$808.50
W2TRADS4EG	W-2 Traditional 2up Kit w/ Moisture-Seal Envelopes- 4pt	\$66.52	\$73.61	\$100.17	\$431.00	\$748.97
W2TRADS6E	W-2 Traditional 2up Kit w/ Self-Seal Envelopes- 6pt	\$85.30	\$100.50	\$146.90	\$546.95	\$974.10
W2TRADS6EG	W-2 Traditional 2up Kit w/ Moisture-Seal Envelopes- 6pt	\$68.83	\$85.26	\$119.60	\$459.95	\$830.45
W2TRADS8E	W-2 Traditional 2up Kit w/ Self-Seal Envelopes- 8pt	\$90.40	\$118.55	\$164.64	\$576.72	\$1,052.73
W2TRADS8EG	W-2 Traditional 2up Kit w/ Moisture-Seal Envelopes- 8pt	\$81.80	\$104.58	\$142.85	\$541.38	\$993.30

#### W-2 Condensed 4up V. 1 Laser Kit

W24UPS6E	W-2 Condensed 4up v.1 Kit w/ Self-Seal Envelopes - 6pt	\$83.32	\$104.53	\$135.24	\$506.52	\$931.14
W24UPS6EG	W-2 Condensed 4up v.1 Kit w/ Moisture-Seal Envelopes - 6pt	\$69.77	\$88.99	\$115.73	\$455.00	\$826.77
W24UPS8E	W-2 Condensed 4up v.1 Kit w/ Self-Seal Envelopes - 8pt	\$91.00	\$118.75	\$152.35	\$626.48	\$1,079.71
W24UPS8EG	W-2 Condensed 4up v.1 Kit w/ Moisture-Seal Envelopes - 8pt	\$77.50	\$103.21	\$133.87	\$575.40	\$975.35

#### 1099-DIV 3up Laser Kits

DIVS3E	1099-DIV Kit with Self-Seal Envelopes - 3pt	\$60.06	\$71.72	\$108.78	\$399.47	\$672.05
DIVS3EG	1099-DIV Kit with Moisture-Seal Envelopes - 3pt	\$51.40	\$63.95	\$86.90	\$350.65	\$613.10
DIVS4E	1099-DIV Kit with Self-Seal Envelopes - 4pt	\$71.87	\$82.21	\$127.15	\$468.40	\$764.82
DIVS4EG	1099-DIV Kit with Moisture-Seal Envelopes - 4pt	\$63.26	\$74.55	\$105.37	\$436.22	\$705.39

#### 1099-MISC 3up Laser Kits

MISCS3E	1099-MISC Kit with Self-Seal Envelopes - 3pt	\$60.06	\$71.72	\$108.78	\$399.48	\$672.05
MISCS3EG	1099-MISC Kit with Moisture-Seal Envelopes - 3pt	\$51.40	\$63.95	\$86.90	\$350.65	\$613.10
MISCS4E	1099-MISC Kit with Self-Seal Envelopes - 4pt	\$71.87	\$82.21	\$127.15	\$468.40	\$764.82
MISCS4EG	1099-MISC Kit with Moisture-Seal Envelopes - 4pt	\$63.26	\$74.55	\$105.37	\$436.22	\$705.39
MISCS5E	1099-MISC Kit with Self-Seal Envelopes - 5pt	\$75.70	\$91.45	\$140.44	\$527.99	\$870.34
MISCS5EG	1099-MISC Kit with Moisture-Seal Envelopes - 5pt	\$67.09	\$83.79	\$118.65	\$492.66	\$810.92

#### 1099-R 2up Laser Kits

RS4E	1099-R Kit with Self-Seal Envelopes - 4pt	\$69.10	\$79.59	\$120.64	\$458.80	\$791.18
RS4EG	1099-R Kit with Moisture-Seal Envelopes - 4pt	\$60.48	\$71.92	\$98.80	\$423.47	\$731.75
RS6E	1099-R Kit with Self-Seal Envelopes - 6pt	\$75.70	\$91.45	\$140.44	\$527.99	\$870.34
RS6EG	1099-R Kit with Moisture-Seal Envelopes - 6pt	\$67.09	\$83.79	\$118.65	\$492.66	\$810.92

#### 1099-INT 3up Laser Kits

INTS3E	1099-INT Kit with Self-Seal Envelopes - 3pt	\$36.33	\$46.41	\$56.75	\$237.83	\$409.08
INTS3EG	1099-INT Kit with Moisture-Seal Envelopes - 3pt	\$44.78	\$55.07	\$74.34	\$269.54	\$484.05
INTS4E	1099-INT Kit with Self-Seal Envelopes - 4pt	\$41.63	\$53.02	\$67.36	\$290.64	\$514.60
INTS4EG	1099-INT Kit with Moisture-Seal Envelopes - 4pt	\$50.08	\$61.68	\$84.95	\$324.45	\$589.58

## Universal Pressure Seal Forms

### Catalog Pages 20-21

Order in increments of 500 only

Item #	Description	500	1000	5000	10000
80650	Universal Pressure Seal Form 14"	\$83.60	\$139.10	\$522.50	call

## 1099 Pressure Seal Forms

### Catalog Pages 20-21

All forms are 11" Unless Noted

Order in increments of 500 only

Item #	Description	500	1000	3000	5000	10000
<b>Preprinted 1099 Pressure Seal Forms</b>						
80485	1099-INT Pressure Seal	\$88.70	\$142.40	\$356.10	\$508.50	\$890.00
80487	1099-MISC Pressure Seal	\$88.70	\$142.40	\$356.10	\$508.50	\$890.00
LMISCP5B	1099-MISC Pressure Seal w/Instructions	\$88.70	\$142.40	\$356.10	\$508.50	\$890.00
80735	1099-R Pressure Seal (MW284)	Please call for pricing				
80799	1099-R Pressure Seal (MW1240) 14"	\$83.60	\$139.10	-	\$522.50	call
80736	1098-T Pressure Seal (MW359)	Please call for pricing				
<b>Blank 1099 Pressure Seal Forms</b>						
80349	Multi-Purpose Pressure Seal Form	\$75.15	\$120.40	\$312.90	\$429.00	\$750.00

## W-2 Pressure Seal Forms

### Catalog Pages 20-21

Order in increments of 500 only

All forms are 14" Unless Noted

Item #	Description	500	1000	5000	10000
<b>W-2 Preprinted Pressure Seal Forms</b>					
80481	W-2 4up Version 1 Pressure Seal	\$83.60	\$139.10	\$522.50	call
80483	W-2 4up Version 2 Pressure Seal	\$83.60	\$139.10	\$522.50	call
80732	W-2 4up Version 1 (MW285) 11"	Please call for pricing			
80733	W-2 3up (MW 1301)	Please call for pricing			
<b>W-2 Blank Pressure Seal Forms</b>					
80640	W-2 4up Version 1	\$97.45	\$156.30	\$390.00	\$559.00
80642	W-2 4up Version 2 (MW1288)	\$97.45	\$156.30	\$390.00	\$559.00

## W-2 Continuous Forms

### Catalog Page 22

#### Carbonless W-2 Forms

Item #	Description	25	50	100	300	500	1000
CW2054	W-2 One-Wide 4pt	\$57.25	\$70.50	\$120.40	\$200.70	\$280.15	\$518.00
CW2056	W-2 One-Wide 6pt	\$48.50	\$66.05	\$117.40	\$267.45	\$381.35	\$610.20
CW2058	W-2 One-Wide 8pt	\$63.15	\$93.95	\$161.40	\$356.70	\$528.15	\$839.30
2CW2052	W-2 Two-Wide Version 1 2pt	\$30.85	\$45.55	\$72.00	\$167.40	\$237.55	\$378.50
2CW2053	W-2 Two-Wide Version 1 3pt	\$38.20	\$57.25	\$82.25	\$188.10	\$284.55	\$399.10
2CW2054	W-2 Two-Wide Version 1 4pt	\$57.25	\$70.50	\$120.40	\$239.55	\$352.10	\$605.90
TSCW2053	W-2 Twin-Set 3pt	\$59.00	\$87.80	\$150.80	\$333.15	\$493.60	\$784.40
TSCW2EE053	W-2 Twin-Set 3pt - Employee Version	\$31.65	\$47.00	\$80.70	\$178.35	\$264.10	\$419.70
TSCW2ER053	W-2 Twin-Set 3pt - Employer Version	\$31.65	\$47.00	\$80.70	\$178.35	\$264.10	\$419.70
TSCW2054	W-2 Twin-Set 4pt	\$71.30	\$96.00	\$167.35	\$370.35	\$534.65	\$836.30
TSCW2EE054	W-2 Twin-Set 4 pt - Employee Version	\$38.15	\$51.40	\$89.60	\$198.30	\$286.05	\$447.40
TSCW2ER054	W-2 Twin-Set 4 pt - Employer Version	\$38.15	\$51.40	\$89.60	\$198.30	\$286.05	\$447.40

#### Self Mailer W-2 Forms

Item #	Description	25	50	100	300	500	1000
QMW2054	W-2 One-Wide 4pt	\$60.20	\$83.70	\$133.55	\$318.15	\$440.05	\$698.30
QMW2056	W-2 One-Wide 6pt	\$70.55	\$96.90	\$167.25	\$374.25	\$497.35	\$781.80
2QMW2056	W-2 Two-Wide Version 1 6pt	\$67.60	\$93.95	\$160.00	\$345.00	\$491.40	\$796.70
2QMW2058	W-2 Two-Wide Version 1 8pt	\$77.80	\$113.00	\$183.45	\$399.60	\$586.80	\$897.80
QMTSW2056	W-2 Twin-Set 6pt	\$72.70	\$105.60	\$171.45	\$373.35	\$548.40	\$839.10

#### W-2 Electronic Reporting Forms - Carbonless

Item #	Parts	25	50	100	300	500	1,000
MMCW2053	3pt	\$32.35	\$44.10	\$73.40	\$173.40	\$240.55	\$387.30
MMCW2054	4pt	\$38.20	\$57.25	\$82.25	\$188.10	\$284.55	\$399.10
MMCW2055	5pt	\$44.10	\$53.50	\$88.10	\$200.70	\$261.80	\$518.00

#### W-2 Electronic Reporting Forms - Self-Mailers

Item #	Parts	25	50	100	300	500	1,000
MMQMW2D053	3pt	\$54.40	\$74.90	\$130.65	\$300.15	\$425.45	\$673.50
MMQMW2ND053	3pt (non-dated)	\$54.40	\$74.90	\$130.65	\$300.15	\$425.45	\$673.50
MMQMW2D054	4pt	\$61.70	\$83.70	\$145.15	\$339.45	\$478.30	\$749.70

#### W-2G & W-2C Carbonless Forms

Item #	Description	25	50	100	300	500	1000
CW2G056	W-2G Certain Gambling Winnings - 6 pt (3 per pg)	\$35.35	\$48.50	\$82.25	\$192.15	\$268.40	\$432.80
CW2C056	W-2C Corrected Wage and Tax Statement Non-Dated - 6pt	\$48.50	\$66.05	\$117.40	\$267.45	\$381.35	\$610.20

Don't forget W-3 Transmittal Forms on the next page...

## W-3 and 1096 Carbonless Transmittals

### Catalog Page 23

Item #	Description	Each
W3052	W-3 Transmittal - 2pt	\$0.60
W3C052	W-3C Correction Transmittal - 2pt	\$0.60
1096052	1096 Transmittal - 2pt	\$0.60

## 1099 Continuous Forms

### Catalog page 23

Priced by format (2up or 3up), type of form (carbonless, self mailer or electronic reporting) and number of parts

Item #	Description	Item #	Description
<b>1099-A Acquisition/Abandonment of Secured Property 3up</b>		<b>1099-OLD Original Issue Discount 3up</b>	
CSA054	1099-A 4pt Carbonless	COID054	1099-OLD 4pt Carbonless
<b>1099-B Proceeds From Broker &amp; Barter Exchange Transactions 2up</b>		<b>1099-PATR Taxable Distributions Received From Cooperatives 3u</b>	
CB053	1099-B 3pt Carbonless	CPATR054	1099-PATR 4pt Carbonless
CB054	1099-B 4pt Carbonless	MMQMPATR052	1099-PATR 2pt Elect. Reporting Self Mailer
<b>1099-C Cancellation of Debt 3up</b>		<b>1099-Q Payments From Qualified Education Programs 3up</b>	
CC053	1099-C 3pt Carbonless	CQ053	1099-Q 3pt Carbonless
<b>1099-DIV Dividends &amp; Distributions 2up</b>		<b>1099-R Distributions From Pensions, Annuities, etc. 2up</b>	
CDIV053	1099-DIV 3pt Carbonless	CR054	1099-R 4pt Carbonless
CDIV054	1099-DIV 4pt Carbonless	CR056	1099-R 6pt Carbonless
QMDIV054	1099-DIV 4pt Self Mailer	QMR054	1099-R 4pt Self Mailer
		QMR056	1099-R 6pt Self Mailer
<b>1099-G Certain Government Payments 3up</b>		<b>1099-S Proceeds From Real Estate Transactions 3up</b>	
CG054	1099-G 4pt Carbonless	CS053	1099-S 3pt Carbonless
		CS054	1099-S 4pt Carbonless
<b>1099-INT Interest Income 3up</b>		QMS053	1099-S 3pt Self Mailer
CINT053	1099-INT 3pt Carbonless		
CINT054	1099-INT 4pt Carbonless	<b>1098 Mortgage Interest Statement 3up</b>	
QMINT054	1099-INT 4pt Self Mailer	C1098053	1098 3pt Carbonless
MMPAINT052	1099-INT 2pt Elect. Reporting Self Mailer	C1098054	1098 4pt Carbonless
MMINTND052	1099-INT 2pt Non-Dated Elect. Reporting Self Mailer	PA109854	1098 4pt Self Mailer
		MMPA1098	1098 2pt Electronic Reporting Self Mailer
<b>1099-LTC Long-Term Care &amp; Accelerated Death Benefits 3up</b>		MM98ND05	1098 2pt Non-Dated Elect. Reporting Self Mailer
CLTC054	1099-LTC 4pt Carbonless		
<b>1099-MISC Miscellaneous Income 2up</b>		<b>1098-T Tuition Statement 3up</b>	
CMIS053	1099-MISC 3pt Carbonless	C1098T053	1098-T 3pt Carbonless
CMIS054	1099-MISC 4pt Carbonless	C1098T054	1098-T 4pt Carbonless
CMIS055	1099-MISC 5pt Carbonless	PA98T054	1098-T 4pt Self Mailer
PAMIS053	1099-MISC 3pt Self Mailer	MMPA98T0	1098-T 2pt Electronic Reporting Self Mailer
PAMIS054	1099-MISC 4pt Self Mailer		
QMMIS055	1099-MISC 5pt Self Mailer	<b>5498 IRA Contribution Information 3up</b>	
MMMIS051	1099-MISC 1pt (Copy B) Electronic Reporting	MMPA5498	5498 2pt Elect. Reporting Self Mailer
MMPAMIS052	1099-MISC 2pt Electronic Reporting Self Mailer	C5498053	5498 3pt Carbonless
MMQMMIS053	1099-MISC 3pt Electronic Reporting Self Mailer		
MMMISND053	1099-MISC 3pt Non-Dated Elect. Reporting Self Mailer	<b>1042-S Foreign Person's US Source Income Subject to Withholding</b>	
		C1042S055	1042-S 5pt Carbonless

1099 2up Forms	Carbonless 1099 2up forms	25	50	100	300	500	1000
	3pt Forms	\$34.15	\$45.35	\$66.80	\$150.00	\$212.00	\$392.90
	4pt Forms	\$46.75	\$60.90	\$89.05	\$202.50	\$283.20	\$523.40
	5pt Forms	\$54.90	\$71.30	\$106.10	\$246.75	\$339.50	\$627.10
	6pt Forms	\$52.10	\$69.00	\$118.70	\$269.85	\$385.45	\$616.90
	<b>Carbonless 1042-S - NEW FORMAT</b>	<b>26</b>	<b>50</b>	<b>100</b>	<b>300</b>	<b>500</b>	<b>1000</b>
	5pt Forms	\$45.90	\$71.50	\$101.30	\$214.50	\$327.55	\$571.60
	<b>Self-Mailer 1099 2up Forms</b>	<b>25</b>	<b>50</b>	<b>100</b>	<b>300</b>	<b>500</b>	<b>1000</b>
	3pt Forms	\$48.30	\$66.80	\$100.90	\$237.75	\$335.10	\$592.40
	4pt Forms	\$63.80	\$89.05	\$135.00	\$320.40	\$444.80	\$705.80
	5pt Forms	\$69.75	\$96.45	\$152.75	\$348.60	\$474.45	\$748.70
	6pt Forms	\$74.75	\$102.40	\$169.10	\$378.15	\$502.55	\$790.20
	<b>Electronic Reporting 1099 2up Forms</b>	<b>25</b>	<b>50</b>	<b>100</b>	<b>300</b>	<b>500</b>	<b>1000</b>
	1pt Forms	\$10.95	\$14.10	\$23.40	\$54.90	\$73.45	\$123.20
	2pt Forms	\$34.15	\$45.35	\$66.80	\$150.00	\$212.00	\$392.90
	3pt Forms	\$48.30	\$66.80	\$100.90	\$237.75	\$335.10	\$529.40
<b>1099 3up Forms</b>	<b>Carbonless 1099 3up forms</b>	<b>27</b>	<b>51</b>	<b>102</b>	<b>300</b>	<b>501</b>	<b>1000</b>
	3pt Forms	\$33.75	\$45.90	\$63.75	\$164.55	\$268.54	\$524.00
	4pt Forms	\$36.45	\$51.00	\$68.85	\$171.60	\$277.55	\$536.00
	<b>Self-Mailer 1099 3up Forms</b>	<b>27</b>	<b>51</b>	<b>102</b>	<b>300</b>	<b>501</b>	<b>1000</b>
	3pt Forms	\$39.00	\$61.20	\$91.80	\$201.90	\$294.74	\$547.80
	4pt Forms	\$48.60	\$68.85	\$102.00	\$208.50	\$325.55	\$559.70
	<b>Electronic Reporting 1099 3up Forms</b>	<b>27</b>	<b>51</b>	<b>102</b>	<b>300</b>	<b>501</b>	<b>1000</b>
	2pt Forms	\$33.75	\$45.90	\$63.75	\$164.55	\$268.54	\$524.00

## Federal and State Wage & Withholding Forms

### Catalog Page 24

1 sheet = 1 form / Order the number of forms needed

#### Laser Forms

Item #	Description	25	50	100	500	1000
940A05	940 Schedule A	\$8.70	\$10.50	\$20.40	\$93.55	\$186.50
940V05	940-V Payment Voucher					
B08941B05	2008 941 Schedule B					
B09941B05	2009 941 Schedule B					
941C1205	941C Statement/Correction Info					
4223	943 Tax Return					
B94505	945 Nonpayroll Tax Liability					
9W41205	2009 W-4 Withholding Certificate					
8W41205	2008 W-4 Withholding Certificate					
1652	W-9 Request for Taxpayer ID					
NCADE6105	2009 California Form DE-6					
CADE6105	2008 California Form DE-6					
CADE7105	California Form DE-7					
OHCO2Q105	Ohio Form UCO-2QRS (Continuation page)					

#### Laser Sets

Item #	Description	25	50	100	500	1000
B94005	940 Federal Unemployment, pgs 1&2	\$18.06	\$22.75	\$41.55	\$204.25	\$401.70
894105	2008 Form 941 Federal Quarterly Return pgs 1&2					
994105	2009 Form 941 Federal Quarterly Return pgs1&2					
B94405	944 Employer Federal Tax Return pgs 1&2					

#### 941 Continuous Forms

Item #	Description	25	50	100	500	1000
89411053	2008 Form 941 3pt Carbonless	\$47.90	\$69.30	\$124.70	\$557.00	\$981.00
99411053	2009 Form 941 3pt Carbonless					

## W-2 and 1099 Envelopes

### Catalog Page 25

#### Moisture Seal W-2 Envelopes

Item #	Description	25	50	100	300	500	750	1000
SWENV05	W-2 2up Single Window Envelope	\$19.95	\$24.50	\$33.80	\$71.25	\$114.35	\$128.25	\$144.60
DWENV05	W-2 2up Double Window Envelope	\$19.95	\$24.50	\$33.80	\$71.25	\$114.35	\$128.25	\$144.60
3UPDWENV05	W-2 3up Double Window Envelope	\$16.90	\$21.45	\$23.85	\$56.55	\$82.00	\$102.30	\$113.60
1973	W-2 3up Double Window Envelope (compatible with QuickBooks)	\$16.90	\$21.45	\$23.85	\$56.55	\$82.00	\$102.30	\$113.60
4UPDWENV05	W-2 4up Ver. 1 Double Window Envelope	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
80558	W-2 4up Ver. 1 Dbl Win Env (for high speed inserting equip/W24UPA)	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
1961	W-2 4up Ver. 1 Double Window Envelope	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
4DOWNENV05	W-2 4up Ver. 2 Double Window Envelope	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
4356	W-2 4up Ver. 2 Double Window Envelope for BW24DWNA	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
2DWENV05	W-2 Two-Wide Ver. 1 Double Window Envelope	\$19.95	\$24.50	\$33.80	\$71.25	\$114.35	\$128.25	\$144.60
W2GENV05	W-2G Double Window Envelope	\$16.90	\$21.45	\$23.85	\$56.55	\$82.00	\$102.30	\$113.60
1970	1099/W-2 Universal Double Window	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
			<b>5,000</b>	<b>10,000</b>				
4UPALT9	W-2 4up Ver. 1 Dbl Win Env (for high speed inserting equipment)		\$1,303.50	\$2,085.00				

#### Moisture Seal 1099 Envelopes

Item #	Description	25	50	100	300	500	750	1000
1970	1099/W-2 Universal Double Window	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
RDWENV05	1099 2up Double Window Envelope	\$19.95	\$24.50	\$33.80	\$71.25	\$114.35	\$128.25	\$144.60
99DWENV05	1099 3up Double Window Envelope	\$16.90	\$21.45	\$23.85	\$56.55	\$82.00	\$102.30	\$113.60
99SWENV05	1099 3up Single Window Envelope	\$16.90	\$21.45	\$23.85	\$56.55	\$82.00	\$102.30	\$113.60
R4UPDWENV05	1099-R 4up Double Window Envelope	\$24.55	\$36.70	\$41.25	\$121.20	\$161.35	\$205.35	\$244.50
42SSWENV05	1042-S Double Window Envelope	\$19.95	\$24.50	\$33.80	\$71.25	\$114.35	\$128.25	\$144.60
			<b>500</b>	<b>1000</b>	<b>2500</b>	<b>5000</b>		
99ENVA	1099 3up Dbl Win Env (for high speed inserting equip/9ONEPERF)	\$76.85	\$113.90	\$256.25	\$450.00			

#### Self Seal W-2 and 1099 Envelopes

Item #	Description	25	50	100	300	500	750	1000
DWENV05	W-2 2up Self Seal Double Window Envelope	\$28.15	\$31.80	\$54.55	\$95.25	\$148.00	\$151.05	\$201.20
3UPDWENV05	W-2 3up Self Seal Double Window Envelope	\$24.95	\$29.70	\$40.60	\$78.45	\$112.20	\$157.50	\$185.00
1973S	W-2 3up Self Seal Dbl Win Env (compatible with QuickBooks)	\$24.95	\$29.70	\$40.60	\$78.45	\$112.20	\$157.50	\$185.00
4UPDWENV05	W-2 4up V,1 Self Seal Double Window Envelope	\$37.45	\$51.50	\$60.85	\$154.20	\$210.40	\$279.00	\$343.90
80558S	W-2 4up V1 Self Seal Dbl Win Env (high sp. Insert. equip/W24UPA)	\$37.45	\$51.50	\$60.85	\$154.20	\$210.40	\$279.00	\$343.90
4DOWNENV05	W-2 4up V.2 Self Seal Double Window Envelope	\$37.45	\$51.50	\$60.85	\$154.20	\$210.40	\$279.00	\$343.90
4356S	W-2 4up Ver. 2 Self Seal Dbl Win Env for BW24DWNA	\$37.45	\$51.50	\$60.85	\$154.20	\$210.40	\$279.00	\$343.90
RDWENV05	1099 2up Self Seal Double Window Envelope	\$28.15	\$31.80	\$54.55	\$95.25	\$148.00	\$151.05	\$201.20
99DWENV05	1099 3up Self Seal Double Window Envelope	\$24.95	\$29.70	\$40.60	\$78.45	\$112.20	\$157.50	\$185.00
R4UPDWENV05	1099-R 4up Self Seal Double Window Envelope	\$37.45	\$51.50	\$60.85	\$154.20	\$210.40	\$279.00	\$343.90
1970S	1099/W-2 Universal Self Seal Double Window Envelope	\$37.45	\$51.50	\$60.85	\$154.20	\$210.40	\$279.00	\$343.90

## W-2 Ordering Guide - Help Choosing the Right Forms

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How many employees do you have?	This tells you how many forms you need to order - order one form/set/kit for each emp
Which state(s) are you reporting to?	This tells you how many parts you need and determines which forms you should orde
Do you need to file a copy with a city or local tax agency?	If yes, you need to order 8 part forms, or double quantity of Copy 2 forms.
Are you filing for one company (EIN), or multiple?	If filing for one company, you need one W-3 form, which we include free with your ord If filing for more than one company, order additional W-3 forms, one for each EIN.
How are you printing forms?	For laser and inkjet printers, use laser forms. For dot-matrix printers or typewriters, use continuous forms. If you process a larger volume of forms, consider using pressure seal to save time.
What type of software are you using?	Use the software compatibility chart on catalog page 3 to determine the right forms fo or request a free sample to test the form.
Do you need preprinted or blank forms?	If your software prints only the employee data, use preprinted forms. If your software prints the employee data AND the form itself (boxes, etc), use blank perforated laser paper.
How will you deliver forms to employees?	Don't forget window envelopes made specifically for our forms for easy mailing. For more efficient mailing, use self-seal envelopes.

## 1099 Ordering Guide - Help Choosing the Right Forms

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Which forms do you need?	Use the table at the back of the catalog to determine which 1099 form you need.
How are you printing forms?	For laser and inkjet printers, use laser forms. For dot-matrix printers or typewriters, use continuous forms. If you process a larger volume of forms, consider using pressure seal to save time.
What type of software are you using?	Standard 1099 formats are compatible with most software programs. Standard format are available for all 1099s. Non-standard formats (4up is most common) are available 1099-MISC and 1099-R. Request a free sample to ensure compatibility with your soft
Do you need preprinted or blank forms?	If your software prints only the recipient data, use preprinted forms. If your software prints the recipient data AND the form itself (boxes, etc), use blank perforated laser paper.
How will you deliver forms to recipients?	Don't forget window envelopes made specifically for our forms for easy mailing. For more efficient mailing, use self-seal envelopes.
How many parts do you need?	If you need to file 1099s with city or local agencies (most common for 1099-MISC and order a 4, 6 or 8 part form
How many 1096 Transmittal Forms do you need?	Use one 1096 Transmittal form for all of the 1099, 1098, 5498 and W-2G forms filed t EIN or TIN. Use one 1096 for each type of form filed.

## W-2 & 1099 Requirements by State

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See page 5 of the catalog for a list of states and how many parts each requires for your W-2s and 1099s.

## W-2 & 1099 Form Descriptions

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More forms shown on pages 27-28 of the catalog.

<b>W-2</b>	Wage and Tax Statement - Wages, tips and other employee compensation.
<b>1099-MISC</b>	Miscellaneous Income - Payments made for services performed by non-employees, rent, royalty payments and more. (see catalog page 27 for details)
<b>1099-INT</b>	Interest Income - Interest income of \$10+ (\$600 in some cases)
<b>1099-DIV</b>	Dividends and Distributions - Dividends, capital gain distributions, or non-taxable distributions of \$10+
<b>5498</b>	IRA Contribution Information - Contributions, including roll-over, to any IRA, including SEP, SIMPLE and Roth IRAs
<b>1099-R</b>	Distributions from Pensions, Annuities, Retirement or Profit-sharing plans, IRAs or Insurance Contracts of \$10+
<b>1099-S</b>	Proceeds from Real Estate Transactions - Gross proceeds from the sale or exchange of real-estate, generally of \$600+