IRS 1099 Form Report

Prints 1099 forms for Agent or Other profiles that have been set up with a profile group called 1099. The recipient's Tax ID is input in the Business Type field under the Marketing Tab or the Other field under the Marketing Tab. Profiles must be set up in TRAMS Back Office prior to the report being used.

The report looks at the Business Type field or the Other field under the Marketing Tab for the Tax ID and in the profile group of Agent and Other profiles for a group called 1099.

Prints on standard 1099 with two forms per page and includes the payment made total for the payment dates specified.

Parameters for report:
Enter PAYER'S federal identification number: Input agency Tax ID to print on all 1099's.
Use Default Title Lines 1-4 or Enter Branch #: Leave entry at 1000 to print Default Title lines 1-4 for Agency address or Enter branch number to use Branch address.
Payment Date From: Starting payment date for payments made.
Payment Date To: Ending payment date for payments made.
Select Type of Profile: A – Agent Profile (default) or O - Other Profile.
Recipient Tax ID Location: Business Type field under the Marketing Tab (default) or Other field under the Marketing Tab.
1099 Breakdown: A - Run for All Profiles (default), O -Run for One Interface ID, G - Run By Profile Group.
Profile Interface ID or Group Name: Include Profile Interface ID or Group Name if 1099 Breakdown above is changed from the default 'A'.
Print One Recipient Per Page (Y/N): Y - Same Recipient For Entire Page (default) or N - Two Different Recipients Per Page.
Print by Payment Group: N - Do Not Include Payment Group (default) or Y - Include Payment Group Input Below.
Payment Group Name (if Y for Above): Include Payment Group Name if Print by Payment Group above is changed from default "N' to 'Y'.