



Information Request for Form 1099 Preparation

PAYER INFORMATION

Business Name: _____

Street Address: _____

City or Town: _____

State/Zip Code: _____

Business Tax Identification Number

How would you like to receive copies of 1099s electronically filed on your behalf?

Email to Address Provided Below

Mail to Address Provided Above

Mail to Address Entered Below

RECIPIENT #1 INFORMATION

Recipient Name: _____

Street Address: _____

City or Town: _____

State/Zip Code: _____

Tax ID Number (Social Security, Employer ID or Federal Tax ID)

Amount Paid

Type of Payment (Check one)

Non-Employee Compensation

Rent

Interest

Dividends

Other (Please Specify) _____



RECIPIENT #2 INFORMATION

Recipient Name: _____

Street Address: _____

City or Town: _____

State/Zip Code: _____

Tax ID Number (Social Security, Employer ID or Federal Tax ID)

Amount Paid

Type of Payment (Check one)

- Non-Employee Compensation
- Rent
- Interest
- Dividends
- Other (Please Specify) _____

RECIPIENT #3 INFORMATION

Recipient Name: _____

Street Address: _____

City or Town: _____

State/Zip Code: _____

Tax ID Number (Social Security, Employer ID or Federal Tax ID)

Amount Paid

Type of Payment (Check one)

- Non-Employee Compensation
- Rent
- Interest
- Dividends
- Other (Please Specify) _____



RECIPIENT #4 INFORMATION

Recipient Name: _____

Street Address: _____

City or Town: _____

State/Zip Code: _____

Tax ID Number (Social Security, Employer ID or Federal Tax ID)

Amount Paid

Type of Payment (Check one)

- Non-Employee Compensation
- Rent
- Interest
- Dividends
- Other (Please Specify) _____

RECIPIENT #5 INFORMATION

Recipient Name: _____

Street Address: _____

City or Town: _____

State/Zip Code: _____

Tax ID Number (Social Security, Employer ID or Federal Tax ID)

Amount Paid

Type of Payment (Check one)

- Non-Employee Compensation
- Rent
- Interest
- Dividends
- Other (Please Specify) _____



SUBMIT

If you have the ability to email this form securely, simply click the SUBMIT button below. Otherwise, please save this form to your computer and upload it through the SecureSend page on QRGA's website (www.qrgacpa.com) to securely deliver the file directly to a member of our firm. Choose Pauline Hauck as the recipient. Blank forms can also be printed, handwritten, scanned and emailed electronically using the same website feature.

Or, print this form and mail a copy to:

QRGA, LLP
Attn: Pauline Hauck
1410 Providence Highway
Norwood, MA 02062

Note: To avoid penalties, it is important to file Form 1099 accurately and on time as fees may be incurred for a lack of compliance. QRGA, LLP strongly encourages clients to submit their information as soon as possible after year end.