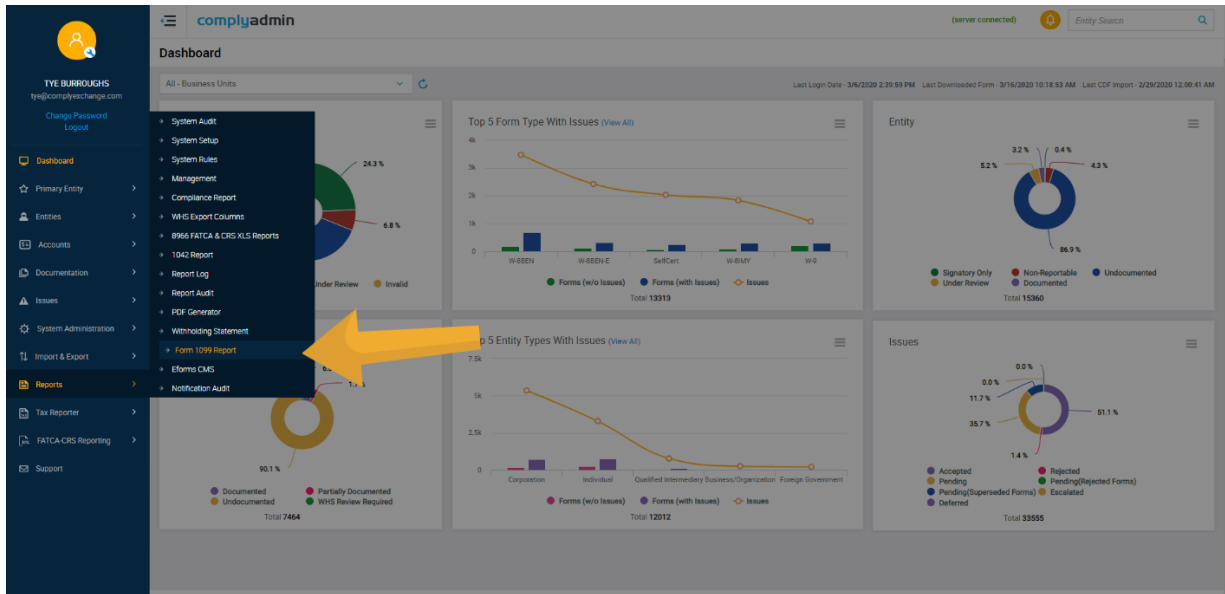




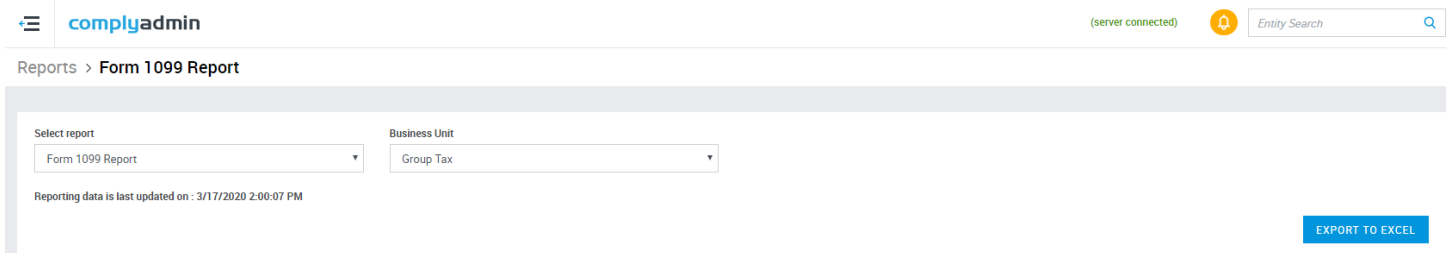
RESOURCE DOCUMENT

1099 REPORTING

This process generates a published and complete template ready to be used through 1099Pro. Firstly, go over to the menu on the left hand side, hover over 'Reports' and select 'Form 1099 Report' from the secondary menu.



Then simply check that 'Form 1099 Report' is selected in the first field, select your Business Unit and then export to Excel.





RESOURCE DOCUMENT

1099 REPORTING

Once the report is ready to download, click on the highlighted notifications icon above and click 'download report'. Then once downloaded you'll have the XML file ready for 1099pro.

(server connected)



Notifications



+ GIIN Check Alerts (Is Applied For)	New: 0	Pending: 0	Clear Selected
+ Entity Record Alerts	New: 0	Pending: 63	Export Report Clear Selected
- Administrator's Action List	New: 2	Pending: 2	Export Report Clear Selected

TYPE	SUMMARY	ADDED BY	DATE ADDED	
Report created. (Download)		tye@complyexchange.com	Tuesday, March 17, 2020 3:30 PM	<input type="checkbox"/>



Name	Type	Compressed size	Password ...	Size	Ratio	Date modified
2019 F-1099 Payer Report_846a58b...	XML Document	1 KB	No	6 KB	86%	17/03/2020 15:30
2019 F-1099 Recipient Report_f9481...	XML Document	1 KB	No	6 KB	85%	17/03/2020 15:30

