



Form 1099 Information for tax year 2011

It's time to order Form 1099 for tax year 2011. Compusource offers 1099 forms with excellent availability at competitive prices through our partnership with Computer Forms Incorporated (CFI). You can order your tax forms directly from CFI through their website, www.computerforms.biz, or by phone at 800/547-8027.

Compusource software supports the versions of Form 1099 identified in this letter. **If you purchase other forms from another supplier, they may not work with your Compusource Accounts Payable software and you may incur processing delays or additional expense or both to get them to line up correctly.**

CFI is the vendor Compusource recommends for all your forms purchases. By ordering your forms from CFI, you are assured they will work with Compusource software. Refer to the product numbers in this letter to order the specific version of the form that will work with your Compusource software. When deciding how many 1099 forms to order, be sure to count all current employees, all other persons who worked for your company at some time during the past year, and a few extra forms for forms alignment test patterns.

*** 1099 Forms ***

The Compusource Accounts Payable software accommodates the following versions of the 1099 Miscellaneous Income form:

- 1) **1099MISC for Laser Printers.** Order any of items TP1099MISC-# for use with laser printers. This form comes in 3-copy, 4-copy, or 5-copy "tax pack" versions which include the appropriate envelopes. If you do not want envelopes, order item 95913, 95914, or 95915.
- 2) **1099MISC for Continuous Feed Printers.** Order item TPC1099MISC-4 for continuous feed printers. Envelopes are included with this "tax pack" item. If you do not want envelopes, order item 1099MISC.

NOTE: Vendors who file more than 250 1099s are required to submit their information electronically. Compusource has added a new program to the Accounts Payable system that will create the 1099 e-file. For more information on this, please contact your Compusource support representative or contact the Compusource Hotline.