

1099 Back of Form

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Month End > 1099 Process > Back of Form

The text which prints on the back of the 1099 form is maintained under menu option Month End > 1099 Process > Back of Form.

An annual update is provided by SGA. To apply the update for the current year, select the year, the Form and click "Apply annual form update".

Threshold: The form will not be printed for any vendors with a total reportable amount of less than the amount entered here. This should normally be set at \$600.00.

If the annual update is not available, text can be manually keyed in each tab.

For more info, see [1099 Processing](#).
