

<b>Form 1096</b> (Rev. February 2021) Department of the Treasury Internal Revenue Service	<b>Annual Summary and Transmittal of U.S. Information Returns</b>	OMB No. 1545-0108  <b>2021</b>
FILER'S name  <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <b>Filer Name</b>            Street address (including room or suite number)  <b>Street Address Line 1</b>            City or town, state or province, country, and ZIP or foreign postal code  <b>City, State 11111</b> </div>		
Name of person to contact <b>John Smith</b>		Telephone number <b>(555) 555-5555</b>
Email address <b>john.smith@example.com</b>		Fax number <b>(555) 555-5556</b>
<b>1</b> Employer identification number <b>111-111111</b>	<b>2</b> Social security number <b>111-11-1111</b>	<b>3</b> Total number of forms <b>123</b>
<b>4</b> Federal income tax withheld \$		<b>5</b> Total amount reported with this Form 1096 <b>\$123,456.78</b>
<b>6</b> Enter an "X" in only one box below to indicate the type of form being filed.		
W-2G 32	1097-BTC 50	1098 81
1098-C 78	1098-E 84	1098-F 03
1098-Q 74	1098-T 83	1099-A 80
1099-B 79	1099-C 85	1099-CAP 73
1099-DIV 91	1099-G 86	1099-INT 92
1099-K 10	1099-LS 16	
1099-LTC 93	1099-MISC 95	1099-NEC 71
1099-OID 96	1099-PATR 97	1099-Q 31
1099-QA 1A	1099-R 98	1099-S 75
1099-SA 94	1099-SB 43	3921 25
3922 26	5498 28	5498-ESA 72
5498-QA 2A	5498-SA 27	

**Return this entire page to the Internal Revenue Service. Photocopies are not acceptable.**  
**Send this form, with the copies of the form checked in box 6, to the IRS in a flat mailer (not folded).**

Under penalties of perjury, I declare that I have examined this return and accompanying documents and, to the best of my knowledge and belief, they are true, correct, and complete.

Signature ►

Title ►

Date ►

## Instructions

**Future developments.** For the latest information about developments related to Form 1096, such as legislation enacted after it was published, go to [www.irs.gov/Form1096](http://www.irs.gov/Form1096).

**Reminder.** The only acceptable method of electronically filing information returns listed on this form in box 6 with the IRS is through the FIRE System. See Pub. 1220.

**Purpose of form.** Use this form to transmit paper Forms 1097, 1098, 1099, 3921, 3922, 5498, and W-2G to the IRS.

**Caution:** If you are required to file 250 or more information returns of any one type, you must file electronically. If you are required to file electronically but fail to do so, and you do not have an approved waiver, you may be subject to a penalty. The Taxpayer First Act of 2019, enacted July 1, 2019, authorized the Department of the Treasury and the IRS to issue regulations that reduce the 250-return requirement for 2021 tax returns. If those regulations are issued and effective for 2021 tax returns required to be filed in 2022, we will post an article at [www.irs.gov/Form1099](http://www.irs.gov/Form1099) explaining the change. Until regulations are issued, however, the number remains at 250, as reflected in these instructions. For more information, see part F in the 2021 General Instructions for Certain Information Returns.

Forms 1099-QA and 5498-QA can be filed on paper only, regardless of the number of returns.

**Who must file.** Any person or entity who files any of the forms shown in line 6 above must file Form 1096 to transmit those forms to the IRS.

Enter the filer's name, address (including room, suite, or other unit number), and taxpayer identification number (TIN) in the spaces provided on the form. The name, address, and TIN of the filer on this form must be the same as those you enter in the upper left area of Forms 1097, 1098, 1099, 3921, 3922, 5498, or W-2G.

**When to file.** File Form 1096 as follows.

- With Forms 1097, 1098, 1099, 3921, 3922, or W-2G, file by February 28, 2022.
- With Forms 1099-NEC, file by January 31, 2022.
- With Forms 5498, file by May 31, 2022.

## Where To File

Send all information returns filed on paper with Form 1096 to the following.

**If your principal business, office or agency, or legal residence in the case of an individual, is located in**

**Use the following address**

Alabama, Arizona, Arkansas, Delaware, Florida, Georgia, Kentucky, Maine, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Ohio, Texas, Vermont, Virginia

Internal Revenue Service  
Austin Submission Processing Center  
P.O. Box 149213  
Austin, TX 78714