***Common fields for all type of forms:***

*PAYER INFORMATION RELATED:*

1. TIN

2. Year

3. FormType

4. TypeOfTIN

5. TransferAgentIndicator

6. CompanyName

7. CompanyNameLine2

8. CompanyAddress

9. City

10. State

11. Zipcode

12. Phone

*PAYEE INFORMATION RELATED:*

1. PayeeTIN

2. PayeeAccount

3. PayeeTypeOfTIN

4. PayeeName

5. PayeeName2

6. PayeeAddr

7. PayeeCity

8. PayeeState

9. PayeeZipcode

10. AcctNumber

11. Box1, Box2, Box 3, Box4......... Box16 for sixteen amount fields

***All other fields for different forms***

***Form: 1099A***

1. DateofAcquisition

2. BalOfPrincipal

3. BorrowerLiabInd

4. DescrOne

5. BalOfPrincipal = Balance of principal outstanding - Box2

6. FairMktProperty = Fair market value of the property - Box4

***Form: 1099B***

1. DateofAcquisition

2. LongTermLossInd

3. CusipNumber

4. StocksBonds

5. NetProceedsInd

6. CostOrOtherBasis

7. WCDCode

8. FITWithh

9. BarteringAmt

10. ProceedsFwdContracts = Proceeds (For forward contracts, See Note 1) – Box2

11. CostOrOtherBasis = Cost or other basis – Box3

12. FederalIncTaxWtHeld = Federal income tax withheld (backup withholding). Do not report negative amounts. - Box4

13. AdjustmentAmt = Adjustment – Box5

14. BarteringAmt = Bartering – Box7

15. ProfitLossRealized = Profit (or loss) realized in 2015 (See Note 2) – Box9

16. ProfitLossUnrealizedOne = Unrealized profit (or loss) on open contracts 12/31/2014 (See Note 2) – BoxA

17. ProfitLossUnrealizedTwo = Unrealized profit (or loss) on open contracts 12/31/2015 (See Note 2) – BoxB

18. AggProfitLoss = Aggregate profit (or loss) - BoxC

***Form: 1099C***

1. DateCanceled

2. AmtOfDebtCanceled

3. InterestIncluded

4. DebtDescrOne

5. BorrowerLiabInd

6. IdentifiableEventCode

7. AmtOfDebtDischarged = Amount of debt discharged – Box2

8. InterestIncluded = Interest, if included in Amount Code 2 – Box3

9. FairMktProperty = Fair market value of property. Use only if a combined Form 1099-A and 1099-C is being filed. - Box7

***Form: 1099CAP***

1. DateofSale

2. NumSharesExchanged

3. ClassesStockExchanged

4. AggregateAmtRec = Aggregate amount received - Box2

***Form: 1099DIV***

1. ForeignCountryOrUSPoss

2. OrdinaryDiv

3. QualifiedDiv

4. NonTaxDist

5. InvestmentExp

6. ForeignTaxPaid

7. CashLiquidDistr

8. SpecPrivateActivityBondInterestDiv

9. OrdinaryDiv = Total ordinary dividends – Box1

10. QualifiedDiv = Qualified dividends – Box2

11. TotCapGainDistr = Total capital gain distribution – Box3

12. UnRecapturedGain = Unrecaptured Section 1250 gain – Box6

13. SectionGain = Section 1202 gain – Box7

14. CollectiblesGain = Collectibles (28%) rate gain – Box8

15. NonDivDistr = Nondividend distributions – Box9

16. FederalIncTaxWtHeld = Federal income tax withheld – BoxA

17. InvestmentExp = Investment expenses – BoxB

18. ForeignTaxPaid = Foreign tax paid – BoxC

19. CashLiquidDistr = Cash liquidation distributions – BoxD

20. NonCashLiquidDistr = Non-cash liquidation distributions – BoxE

21. ExemptInterestDiv = Exempt interest dividends – BoxF

22. SpecPrivateActivityBondInterestDiv = Specified private activity bond interest dividends - BoxG

***Form: 1099G***

1. StateLocalRefund

2. RefundTaxYr

3. TaxableGrants

4. MarketGain

5. UnemploymentComp = Unemployment compensation – Box1

6. StateLocalRefund = State or local income tax refunds, credits, or offsets – Box2

7. FederalIncTaxWtHeld = Federal income tax withheld (backup withholding or voluntary withholding on unemployment compensation of Commodity Credit Corporation Loans or certain crop disaster payments) – Box4

8. RTAAProg = Reemployment Trade Adjustment Assistance (RTAA) programs – Box5

9. TaxableGrants = Taxable grants – Box6

10. AgricultureAmt = Agriculture payments – Box7

11. MarketGain = Market gain - Box9

***Form: 1099INT***

1. PayersRTN

2. TaxExemptBondCusipNum

3. InterestIncome

4. EarlyWithdrawal

5. IntOnUSTreas

6. InvestmentExpenses

7. TaxExemptInterest

8. InterestIncomeNotIncl = Interest income not included in Amount Code 3 – Box1

9. EarlyWithdrawal = Early withdrawal penalty – Box2

10. IntOnUSTreas = Interest on U.S. Savings Bonds and Treasury obligations – Box3

11. FedIncomeWtHeld = Federal income tax withheld (backup withholding) – Box4

12. InvestmentExpenses = Investment expenses – Box5

13. ForeignTaxPaid = Foreign tax paid – Box6

14. TaxExemptInterest = Tax-exempt interest – Box8

15. SpecPvtBond = Specified private activity bond – Box9

16. MarketDiscount = Market discount – BoxA

17. BondPremium = Bond premium – BoxB

18. BondPremiumTaxExempt = Bond premium on tax exempt bond - BoxD

***Form: 1099LTC***

1. GrossLTBenefitsPd

2. AccelDeathBenPd

3. ReimbursedAmtInd

4. InsuredsSSN

5. InsuredsNameOne

6. InsuredsStreetAddr

7. InsuredsCity

8. InsuredsState

9. InsuredsZip

10. ChronicallyillInd

11. DateCertified

12. GrossLTBenefitsPd = Gross long-term care benefits paid – Box1

13. AccelDeathBenPd = Accelerated death benefits paid - Box2

***Form: 1099MISC***

1. StateNameOne

2. StateIdOne

3. OtherIncome

4. NonEmpComp

5. GrossAttorneyProc

6. StateTaxWithhOne

7. StateIncomeOne

8. Form1099MISCAgencies

9. RentsAmt = Rents – Box1

10. RoyaltiesAmt = Royalties (See Note 2) – Box2

11. OtherIncome = Other income – Box3

12. FederalIncTaxWtHeld = Federal income tax withheld ( backup withholding or withholding on Indian gaming profits) – Box4

13. FishingBoatProceeds = Fishing boat proceeds – Box5

14. MedicalHealthAmt = Medical and health care payments – Box6

15. NonEmpComp = Nonemployee compensation – Box7

16. SubPayDivInterest = Substitute payments in lieu of dividends or interest – Box8

17. CropInsuranceProc = Crop insurance proceeds – BoxA

18. ExcessGoldenParaAmt = Excess golden parachute payment – BoxB

19. GrossProcAttorney = Gross proceeds paid to an attorney in connection with legal services – BoxC

20. Sec409ADeferrals = Section 409A deferrals – BoxD

21. Sec409AIncome = Section 409A income - BoxE

***Form: 1099OID***

1. OIDForThisYrAmt

2. OtherPeriodicInt

3. AcquisitionPremium

4. DescrOne

5. DescrTwo

6. OrgIssueDiscount = Original issue discount for 2015 – Box1

7. OtherPeriodicInt = Other periodic interest – Box2

8. EarlyWithdrawal = Early withdrawal penalty – Box3

9. FederalIncTaxWtHeld = Federal income tax withheld (backup withholding) – Box4

10. OrgIssueDiscountOnUSTreas = Original issue discount on U.S. Treasury Obligations – Box6

11. InvestmentExpenses = Investment expenses – Box7

12. MarketDiscount = Market discount – BoxA

13. AcquisitionPremium = Acquisition premium - BoxB

***Form: 1099PATR***

1. NonPatrDistrib

2. RedemptionOfNonQualAmt

3. OtherCredits

4. InvestmentCredit

5. WorkOppCredit

6. PatronageDiv = Patronage dividends – Box1

7. NonPatrDistrib = Nonpatronage distributions – Box2

8. PerUnitRetainAlloc = Per-unit retain allocations – Box3

9. FederalIncTaxWtHeld = Federal income tax withheld (backup withholding) – Box4

10. RedemptionOfNonQualAmt = Redemption of nonqualified notices and retain allocations – Box5

11. DeductionDomesticProdInc = Deduction for domestic production activities income – Box6

12. InvestmentCredit = Investment credit – Box7

13. WorkOppCredit = Work opportunity credit – Box8

14. PatronAMTAdjust = Patron’s alternative minimum tax (AMT) adjustment – Box9

15. PassThrCreditDeduct = For filer’s use for pass-through credits and deduction - BoxA

***Form: 1099Q***

1. GrossDistrib

2. Earnings

3. Basis

4. TrustToTrustRolloverInd

5. PrivateInd

6. GrossDistrib = Gross distribution – Box1

7. Earnings = Earnings (or loss) – Box2

8. Basis = Basis - Box3

***Form: 1099R***

1. DistributionCode

2. OtherPercent

3. StateNameOne

4. GrossDistribution

5. TaxableAmt

6. Other

7. StateTaxWithhOne

8. StateDistribOne

9. GrossDistribution = Gross distribution – Box1

10. TaxableAmt = Taxable amount (see Note 1) – Box2

11. CapitailGain = Capital gain (included in Amount Code 2) – Box3

12. FederalIncTaxWtHeld = Federal income tax withheld – Box4

13. EmplContribution = Employee contributions/ designated Roth contributions or insurance premiums – Box5

14. NetUnrealApprEmpSecurity = Net unrealized appreciation in employer’s securities – Box6

15. OtherAmt = Other – Box8

16. TotalEmpContribution = Total employee contributions – Box9

17. TradDistribution = Traditional IRA/SEP/SIMPLE distribution or Roth conversion (see Note 2) – BoxA

18. AmtAllocableIRR = Amount allocable to IRR within 5 years - BoxB

***Form: 1099S***

1. DateOfClosing

2. GrossProceeds

3. DescrOne

4. DescrTwo

5. DescrThree

6. GrossProceeds = Gross proceeds – Box2

7. BuyerRealEstTax = Buyer’s part of real estate tax - Box5

***Form: 5498, 5498ESA, 5498SA***

1. EmployeeContrib

2. TotalContribReturnYr

3. FairMarketValue

4. ArcherMSAInd

***Form: 1098***

1. MortgageInt

2. PointsInDollarsAmt

3. RefundOfOverpaidInt

***Form: 1098C***

1. DateOfContribution

2. Year

3. Make

4. Model

5. IDNumber

6. LessFMVInd

7. ProvideGoodsSvcsInExchInd

8. ValueOfGoodsAndSvcsProvided

9. DescrGoodsSvcsOne

10. IntangibleReligiousBenefitsCk

***Form: 1098E***

1. StudentLoanInt

***Form: W2G***

1. GrossWinnings

2. FITWithh

3. TypeOfWagerCode

4. TypeOfWagerCategory

5. DateWon

6. FirstID

7. StateNameOne

8. StateIdOne

9. StateTaxWithhOne

10. StateWinningsOne

***Form: W2***

1. EmploymentType

2. StateNameOne

3. StateIdOne

4. Box14TextOne

5. Code\_a

6. Amt\_a

7. StatutoryInd

8. RetirementPlanInd

9. ThirdPartySickPayInd

10. W2ControlNumber

11. FITWithh

12. MedicareWithh

13. MedWagesAndTips

14. SocSecWages

15. SocSecWithh

16. StateWagesTipsEtcOne

17. WagesTipsOtherComp

***Form: W2C***

1. YearFormCorrected

2. CorrectedNameInd

3. EmployeesIncorrectSSN

4. EmployeesFirstNamePreviouslyReported

5. EmployeesMiddleInitialPreviouslyReported

6. EmployeesLastNamePreviouslyReported

7. EmploymentTypePreviouslyReported

8. WagesTipsPreviouslyReported

9. WagesTipsCorrected

10. FITWithhPreviouslyReported

11. FITWithhCorrected

12. SocialSecurityWagesPreviouslyReported

13. SocialSecurityWagesCorrected

14. SocialSecurityTaxWithhPreviouslyReported

15. SocialSecurityTaxWithhCorrected

16. MedicareWagesAndTipsPreviouslyReported

17. MedicareWagesAndTipsCorrected

18. MedicareTaxWithhPreviouslyReported

19. MedicareTaxWithhCorrected

20. AllocatedTipsPreviouslyReported

21. AllocatedTipsCorrected

22. DependentCarePreviouslyReported

23. DependentCareCorrected

24. Code\_aPreviouslyReported

25. Code\_aCorrected

26. Amt\_aPreviouslyReported

27. Amt\_aCorrected

28. RetirementPlanCorrectedInd

***Form: 940***

1. TaxPeriodEndDate

2. DepositStateCode

3. TotalFUTAWages

4. TotalExemptFUTAWages

5. FringeBenefitsInd

6. DependentCareInd

7. TotalExcessFUTAWages

8. TotalExemptAndExcessFUTAWages

9. TotalTxblFUTAWages

10. TotalFUTATaxBeforeAdj

11. AdjToTax

12. CreditAmt

13. TotalFUTATaxAfterAdj

14. TotalFUTATaxDeposited

15. OverpaymentAmt

16. RefundOrCredit

17. TaxWithhQtr1

18. TaxWithhQtr2

19. TaxWithhQtr3

20. TaxWithhQtr4

21. TotalTaxWithh

***Form: 941***

1. FinalReturnInd

2. DateFinalWagesPaid

3. NumberOfEmployees

4. TotalWages

5. TotalIncomeTaxWithh

6. TaxableSocialSecurityWages

7. TaxOnSocialSecurityWages

8. TaxableMedicareWagesTips

9. TaxOnMedicareTips

10. AddedMedicareWagesTips

11. TaxOnAddedMedicareWagesTips

12. TotalSocialSecurityMedTaxes

13. SickPayAdjustment

14. FractionsOfCentsAdjustment

15. TotalDepositsOverpaymentForQtr

16. TaxOnUnreportedTips

17. TotalTax

18. Amount

19. Refund

20. SemiWeeklyScheduleDepositor

21. TotalTaxesBeforeAdjustmentsAmt

22. DateQuarterEnding

23. Name

24. Title

25. Phone

26. Signature

27. EmailAddress

28. DateSigned

29. Month1Day3

30. Month1Day10

31. Month1Day17

32. Month1Day24

33. Month1Day31

34. Month2Day7

35. Month2Day14

36. Month2Day21

37. Month2Day28

38. Month3Day7

39. Month3Day14

40. Month3Day21

41. Month3Day28

42. TotalMonth1Liab

43. TotalMonth2Liab

44. TotalMonth3Liab

45. TotalQuarterLiab

***Form: 944***

1. TotalWages

2. TotalIncomeTaxWithh

3. TotalTaxesBeforeAdjustmentsAmt

4. TotalTax

5. TotalDepositsOverpaymentForYr

6. MonthlyDepositorCheckbox

7. Month1Liability

8. Month2Liability

9. Month3Liability

10. Month4Liability

11. Month5Liability

12. Month6Liability

13. Month7Liability

14. Month8Liability

15. Month9Liability

16. Month10Liability

17. Month11Liability

18. Month12Liability

19. TotalYearLiability

20. Name

21. Phone

22. EmailAddress

23. Signature

24. DateSigned