



This form is to be completed by any person(s) who are compensated for Association services rendered, including the use of their own equipment. Some examples of persons filling out this form would be the Executive Director, Editor, Webmaster, Membership, Marketing commissions etc., or anyone else that is being compensated.

A 1099 form is required for payment of personal services rendered and for use of personal equipment in excess of \$600.00 per year. 1099's are prepared and filed on a calendar year basis, regardless of the fiscal year of the Organization.

This creates a paper trail for the auditors and the IRS.

Make check payable to:

Name _____
 Address _____
 City, State, Zip _____
 Phone / e-mail _____
 Position _____
 (Officer, Committee Chair, Other)

To Be Completed By Treasurer	
Date Pd.	_____
Check #	_____
Amount	_____

Date	Services Rendered or Use of Equipment <i>(Be Specific)</i>	Amount
Total		

I certify the above information is complete and true.

Signature _____ **Date** _____