

# FORM 1099 A "ACQUISITION"

File Form 1099A, Information Return for Acquisition or Abandonment of Secured Property, for each borrower if you lend money in connection with your trade or business and, in full or partial satisfaction of the debt, you acquire an interest in property that is security for the debt, or you have reason to know that the property has been abandoned. You need not be in the business of lending money to be subject to this reporting requirement.

**CONTINUOUS FORM NUMBERS**  
Carbonless: FORM TC-A4 4-PART

**MAILER FORM NUMBERS**  
Mag Media: FORM PTM-A2

TC-A4

PTM-A2

Available  
**Self Seal**  
DW19S

# FORM 1099 B "BROKER"

Sales or redemptions of securities, futures transactions, commodities, and barter exchange transactions.

**CONTINUOUS FORM NUMBERS**  
FORM T-B1 1-PART  
Carbonless: FORM TC-B4 4-PART

**MAILER FORM NUMBERS**  
Mag Media: FORM PTM-B2 2-PART PEEL-APART

TC-B4

T-B1

PTM-B2

## 1099 PARTS SEQUENCE GUIDE

**Size:** 9" x 3-2/3" overall (except 1099B, 1099DIV, 1099 MISC and 1099R which are 9" x 5-1/2" overall)  
8" x 3-2/3" detached (except 1099B, 1099DIV, 1099 MISC and 1099R which are 8" x 5-1/2")

### 5498, 1098 & 1099 FORMS

- Copy A - For Internal Revenue Service
- State Copy - For Payer To File With State Agency
- Copy B - For Recipient
- Copy C - For Payer's Record
- Copy 2 - For Recipient To File With State Agency

### 1099R FORMS

- Copy A - For Internal Revenue Service
- Copy 1 - For Payer To File With State Agency
- Copy B - For Recipient to file with Federal Tax Returns
- Copy C - For Recipient's Records
- Copy 2 - For Recipient To File With State Agency
- Copy D - For Payer's Records

All 3-Part	All 4-Part	All 5-Part	TC-R4	TC-MR4 Mag Media	TC-R6
Part 1 Copy A	Part 1 Copy A	Part 1 Copy A	Part 1 Copy A	Part 1 Copy 1 or Copy D	Part 1 Copy A
Part 2 Copy B	Part 2 State Copy	Part 2 Copy 1	Part 2 Copy B	Part 2 Copy B	Part 2 Copy 1
Part 3 Copy C	Part 3 Copy B	Part 3 Copy B	Part 3 Copy C	Part 3 Copy C	Part 3 Copy B
	Part 4 Copy C	Part 4 Copy 2	Part 4 Copy D	Part 4 Copy 2	Part 4 Copy C
		Part 5 Copy C			Part 5 Copy 2
					Part 6 Copy D

### MAILERS

3-Part Peel Apart	4-Part Peel Apart	5-Part MISC	TM-R4	TM-R6
Part 1 Copy A	Part 1 Copy A	Part 1 Copy A	Part 1 Copy A	Part 1 Copy A
Part 2 Copy C	Part 2 State Copy	Part 2 State Copy 1	Part 2 Copy D	Part 2 Copy 1
Part 3 Face of Env.	Part 3 Copy C	Part 3 Copy C	Part 3 Face of Env.	Part 3 Copy D
Part 4 Copy B	Part 4 Face of Env.	Part 4 Face of Env.	Part 4 Copy C	Part 4 Face of Env.
Back of Env.	Part 5 Copy B	Part 5 Copy B	Part 5 Copy B	Part 5 Copy B
	Back of Env.	Part 6 State Copy 2,	Back of Env.	Part 6 Copy C
		Back of Env.		Part 7 Copy 2, Back of Env.

### 1099 MAG MEDIA MAILER PARTS SEQUENCE GUIDE

All the 1099's shown for Magnetic Media Reporting (no Copy A). The black reverse area in the upper right can be used for computer generated Postal Permit.

Construction 2-Part Peel-Apart	Construction 2-Part Insert	Construction TM-M3M,POD-M3M	Construction TM-MR3	Construction TM-MR4
Part 1 State or Copy C	Part 1 State or Copy C	Part 1 State or Copy C	Part 1 Copy 1 or D	Part 1 Copy 1 or D
Part 2 Face of Env.	Part 2 Face of Env.	Part 2 Face of Env.	Part 2 Face of Env.	Part 2 Face of Env.
Part 3 Copy B	Part 3 Copy B	Part 3 Copy B	Part 3 Copy B	Part 3 Copy B
Back of Env.	Part 4 Back of Env.	Part 4 Copy 2	Part 4 Copy C	Part 4 Copy C
		Back of Env.	Back of Env.	Part 5 Copy 2
				Back of Env.

### AFTER HANDLING GUIDE:

Decollate Part 1, remove pattern carbon tissue. Burst remaining copies every 3-2/3" (for 1099B, 1099DIV, 1099 Misc and 1099R - every 5-1/2").  
Burst mailer envelope every 3-2/3" (for 1099B, 1099DIV, 1099 Misc and 1099R - every 5-1/2"). Remove line hole stubs.