

# 2018 SDP 1099 PROCESSING

## IRS Form 1099-MISC

### 2018 1099 Due Dates.

Recipient copy due to employees ..... January 31, 2019  
Paper filing due to IRS ..... January 31, 2019

### Form 1099-MISC.

IRS Form 1099-MISC is used by businesses to report the total compensation paid to an independent contractor in the previous tax year. This form is filed with the IRS and is also provided to the contractor for reporting income.

Only those independent contractors who were compensated \$600 or more for services rendered during the tax year are required to be issued a Form 1099-MISC.

### Reminders.

- ✓ SDP does not automatically process 1099-MISC Forms – even if you use SDP to process 1099 contractor payments.
- ✓ If you would like SDP to prepare your 1099-MISC Forms, please **notify our support team in writing prior to 12/17/2018** by emailing [support@sdppayroll.com](mailto:support@sdppayroll.com).
- ✓ The deadline to submit all 1099 information to SDP for processing is **1/7/2019**.

### Template.

If your contractor payments are not in the payroll system, please submit an excel spreadsheet with the following headers and information:

Name	SSN	Address	City	State	Zip	Box 7 Pay
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