

Cindie 1099 Services Agreement

Processing Fee	\$50
Electroni Filing Fee for both IRS and State)	\$21 per form
Including postage (as needed)	
# of Forms	<div style="background-color: yellow; display: inline-block; width: 50px; height: 15px; vertical-align: middle;"></div> #
Total Costs	=\$50+\$21 @ #

Required Documents from Client

- 1. Contractor information sheet for each Contractor**
- 2. Company filing information with State and Federal**
3. CINDIE needs to receive it before January 15
- 4. Service fees payment method**
Zelle pay to cpa@cindiellc.com or
Prepay or authoriz CINDIE ACH collection via Bank on file
Bank Name _____
Bank Routing Number _____
Bank Account _____

Services Scope

- * 1. Client's responsibility to collect and retain W9 Forms
- 2. Generate 1099 Forms
- 3. Generate 1096 Forms
- 4. Efile 1096 to IRS for Client**
- 5. Ffile, mail and/or email 1099 to IRS, State and Client**

I here understand, agree with and approve the above terms.

Client (Print and Signature Required)

Date

Cindie Payroll Contractor Information Form

Employer FEIN: _____ Employer Name: _____

Contractor Information	
Contractor ID: _____	Social Security Number: _____
Contractor Name: _____	Date of Birth: _____
Street Address: _____ Apt. No.: _____	Date of Hire: _____
City/State/Zip: _____	
County: _____	
Contractor Email: _____	Annual Payment Total: _____

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Contractor Name: _____	Date of Birth: _____
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