

2011 1099's



Please find the enclosed PREVIEW copy of your 2011 1099's. Please review them **AS SOON AS POSSIBLE** and then fax back this confirmation to Payroll Maxx for final processing, we will not print your final 1099's until we have your approval.

_____ DO NOT PROCESS MY 1099'S. I will be handling them myself.

_____ Process my 1099's but do not file the 1096, I have additional 1099's to be included.

_____ Process my 1099's and file the 1096.

_____ Please make the enclosed corrections and print the final copy of my 1099 Forms.

*****PLEASE NOTE*****

TO AVOID ANY REPROCESSING FEES, WE WILL NOT PRINT YOUR FINAL 1099's UNTIL WE HAVE YOUR APPROVAL.

AUTHORIZED SIGNATURE

COMPANY NAME

DATE

FAX (402) 537-9489 – ATTN: TAX DEPARTMENT