



Addition of a 1099 NEC Form	2
Changes made to the 1099 Miscellaneous Income form	3
How Gemini has Implemented these changes	4
Addition of a new 1099 form Nonemployee Compensation	4
Separation of printing for 1099 NEC and 1099 MISC	5
Proofing report of 1099's now show quantity of forms required	6
Printing 1099's & 1096's for vendors for 1099 MISC Form	7
Printing 1099's & 1096's for vendors for 1099 NEC Form	10



Addition of a 1099 NEC Form

A new 1099 form for Non-Employee Compensation was created in 2020. This removes Box 7 for Non-Employee Compensation on 1099 Miscellaneous Income.

7171 VOID CORRECTED

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		OMB No. 1545-0116		2020	Nonemployee Compensation					
		Form 1099-NEC								
		1 Nonemployee compensation		Copy A For Internal Revenue Service Center File with Form 1096. For Privacy Act and Paperwork Reduction Act Notice, see the 2020 General Instructions for Certain Information Returns.						
PAYER'S TIN	RECIPIENT'S TIN	2								
RECIPIENT'S name		3								
Street address (including apt. no.)		4 Federal income tax withheld								
City or town, state or province, country, and ZIP or foreign postal code		\$								
Account number (see instructions) <table border="1" style="float: right;"> <tr> <td>FATCA filing requirement</td> <td><input type="checkbox"/></td> </tr> <tr> <td>2nd TIN not.</td> <td><input type="checkbox"/></td> </tr> </table>		FATCA filing requirement	<input type="checkbox"/>			2nd TIN not.	<input type="checkbox"/>	5 State tax withheld	6 State/Payer's state no.	7 State income
FATCA filing requirement	<input type="checkbox"/>									
2nd TIN not.	<input type="checkbox"/>									
		\$		\$						
		\$		\$						

Form **1099-NEC** Cat. No. 72590N www.irs.gov/Form1099NEC Department of the Treasury - Internal Revenue Service
Do Not Cut or Separate Forms on This Page — Do Not Cut or Separate Forms on This Page

2020 1099 NEC Form, highlighted Box 1 where Nonemployee Compensation will be reported



Changes made to the 1099 Miscellaneous Income form

- Change of **Box 7** to now have a checkbox on direct sales (Box 9 on 2019 form)
- Change to **Box 9** to now be Crop insurance proceeds (Box 10 on 2019 form)
- Change to **Box 10** to now be Proceeds to an Attorney (Box 14 on 2019 form)

9595 VOID CORRECTED

PAYER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone no.		1 Rents	OMB No. 1545-0115	2020	Miscellaneous Income
		\$	Form 1099-MISC		
		2 Royalties			
		\$			
		3 Other income	4 Federal income tax withheld		Copy A For Internal Revenue Service Center
		\$	\$		
PAYER'S TIN	RECIPIENT'S TIN	5 Fishing boat proceeds	6 Medical and health care payments		File with Form 1096. For Privacy Act and Paperwork Reduction Act Notice, see the 2020 General Instructions for Certain Information Returns.
		\$	\$		
RECIPIENT'S name		7 Payer made direct sales of \$5,000 or more of consumer products to a buyer (recipient) for resale <input type="checkbox"/>	8 Substitute payments in lieu of dividends or interest		
Street address (including apt. no.)		9 Crop insurance proceeds	10 Gross proceeds paid to an attorney		
City or town, state or province, country, and ZIP or foreign postal code		\$	\$		
		11	12 Section 409A deferrals		
		\$	\$		
Account number (see instructions)	FATCA filing requirement <input type="checkbox"/>	2nd TIN not <input type="checkbox"/>	13 Excess golden parachute payments	14 Nonqualified deferred compensation	
			\$	\$	
		15 State tax withheld	16 State/Payer's state no.	17 State income	
		\$		\$	
		\$		\$	

Form **1099-MISC** Cat. No. 14425J www.irs.gov/Form1099MISC Department of the Treasury - Internal Revenue Service

Do Not Cut or Separate Forms on This Page — Do Not Cut or Separate Forms on This Page



How Gemini has Implemented these changes

1. Addition of a new 1099 form Nonemployee Compensation

- a. All vendors that were set to Box 7 under Vendor list Maintenance will automatically be changed to Box 1 MISC-NEC

Vendor will be Changed (Averett Water & Sewer)

General Additional Contacts Checks Defaults Misc User Defined Memo Web Access Actions

Job Cost Lender

Type of 1099: MISC-NEC. (1)

Default PO Legal: Do Not Print 1099

Material %: Rents (1)

Notification Limit \$: Other Income (3)

Medical & Health (6)

MISC-NEC. (1)

Proceeds Attorney (10)

Lost Discount:	0.00
Current 1099:	0.00
Last Year 1099:	0.00

OK Cancel View Open Items View Payments

General Additional Contacts Checks Defaults Misc

Job Cost Lender

Type of 1099: MISC-NEC. (1)

Default PO Legal: Do Not Print 1099

Material %: Rents (1)

Notification Limit \$: Other Income (3)

Medical & Health (6)

MISC-NEC. (1)

Proceeds Attorney (10)



2. Separation of printing for 1099 NEC and 1099 MISC

- a. Each type of 1099 requires a SEPARATE 1096 form
- b. So we separated printing of 1099 MISC and NEC so that they aren't accidentally printed with the same 1096 form
- c. This change was accomplished through the MARK BY TYPE option in the 1099
 - i. To mark a vendor by type use the drop down to select the '1099 Type' and Select 'Mark'

1099 Forms/Magnetic

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABIO1	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONS01	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONC01	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

Mark by Type: MISC-NEC. (1)

Action: Print Proofing Report

1099 Forms/Magnetic

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABIO1	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONS01	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONC01	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
<input checked="" type="checkbox"/> CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
<input checked="" type="checkbox"/> DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
<input checked="" type="checkbox"/> DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

Mark by Type: MISC-NEC. (1)

Action: Print Proofing Report



3. Proofing report of 1099's now show quantity of forms required

- a. This will allow the user to double check they are only printing one type of form

Preview: AP Vendor 1099 Proofing

DEC 01,2020
11:53AM

Astor Homes
AP Vendor 1099 Proofing Report
for Tax Year 2020

Page: 1 of 1

ID SSN/EIN	Vendor Name DBA Name	Address City	State	Zip Code
CORK01 10-0987654	* Corky's Slab Contractors Inc.	175 Main Street Any City	US	22222
NEC	Box 1: 2,800.00			
DDDR01 10-0987654	* D & D Drywall	425 Main Street Any City	US	22222
NEC	Box 1: 950.00			
DAND01 10-0987654	* Dandy's Trim & Door Inc.	385 Main Street Any City	US	22222
NEC	Box 1: 6,500.00			

Report Totals	Box 1	Box 3	Box 6	Box 10
1099-MISC	0.00	0.00	0.00	0.00
	0	0	0	0
1099-NEC	Box 1 10,250.00			
	3			

* Indicates which name will be used as primary 1099 name.



Printing 1099's & 1096's for vendors for 1099 MISC Form

1. Go to the 1099 Forms report screen by **AP | Reports | 1099 Forms/Magnetic**
 - a. NOTE: The minimum amount for 1099 forms for 2020 is **\$600.00**
2. Use the Mark by Type function in the bottom right of the screen
 - a. Select Rents (1)
 - b. Select 'Mark'

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABI01	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONSO1	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONCO1	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

Buttons: Mark, UnMark, Clear All

Mark by Type: Rents (1) [Dropdown]

Action: Choose Action ... [Dropdown] Preview

Print Pre

Dropdown options: Do Not Print 1099, Rents (1), Other Income (3), Medical & Health (6), MISC-NEC. (1), Proceeds Attorney (10)

3. Review the proofing report before printing 1099s
 - a. Go to Action in the bottom left of the screen and select 'Print Proofing Report'
 - b. Select 'Preview'

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
X ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
X APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
X BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABI01	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONSO1	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONCO1	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

Buttons: Mark, UnMark, Clear All

Mark by Type: Rents (1) [Dropdown] Mark

Action: Print 1099 Forms [Dropdown] Preview Print Previous Cancel

Dropdown options: Choose Action ..., Print Proofing Report, Print 1099 Forms, 1099 Magnetic, Export 1099



- 4. Review Proofing report to ensure you are only printing one type of 1099 form
 - a. You can review this at the bottom of report showing the Report Totals

Preview: AP Vendor 1099 Proofing

DEC 01,2020 10:28AM Astor Homes AP Vendor 1099 Proofing Report for Tax Year 2020 Page:1 of 1

ID SSN/EIN	Vendor Name DBA Name	Address City	State	Zip Code
ABCP01 10-0987654	* ABC Painting	315 Main Street Any City	US	22222
MISC	Box 1: 1,000.00	Box 3:	Box 6:	Box 10:
APPL01 10-0987654	* Apple Appliances	505 Main Street Any City	US	22222
MISC	Box 1: 1,500.00	Box 3:	Box 6:	Box 10:
BRICK1 10-0987654	* Bob's Brick BarnABCD	349 Main Street Any City	US	22223
MISC	Box 1: 2,000.00	Box 3:	Box 6:	Box 10:
Report Totals				
1099-MISC	Box 1 4,500.00 3	Box 3 0.00 0	Box 6 0.00 0	Box 10 0.00 0
1099-NEC	Box 1 0.00 0			

* Indicates which name will be used as primary 1099 name.

- 5. Go back to 1099 Forms screen and select the Action 'Print 1099 Forms'
 - a. Select 'Print'

1099 Forms/Magnetic

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
X ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
X APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
X BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABI01	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONS01	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONC01	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

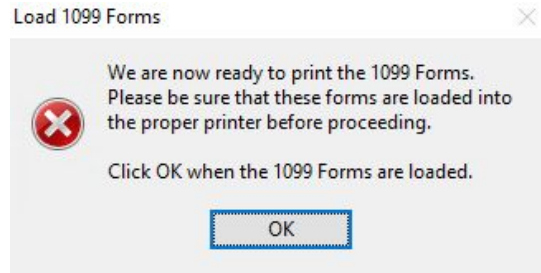
Mark UnMark Clear All Mark by Type: Rents (1) Mark

Action: **Print 1099 Forms** Preview **Print** Previous Cancel

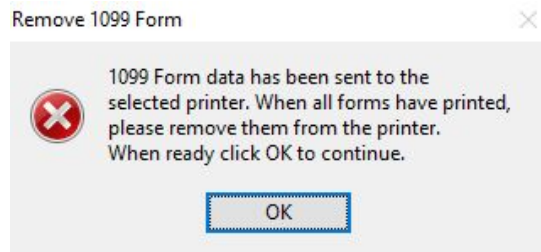
- Choose Action ...
- Print Proofing Report
- Print 1099 Forms**
- 1099 Magnetic
- Export 1099



6. Once you select print you will be prompted by Gemini to load in the 1099 forms into the printer
 - a. Once you have done so select 'OK'



7. You will now be prompted by Gemini to remove printed 1099 forms
 - a. Select 'OK' once you have done so



8. Once you have printed the 1099 forms, Gemini will prompt you now to fill out information for your corresponding 1096 form to be printed
 - a. Fill out 1096 Information
 - b. Select 'Print 1096'

Printing of 1099's is complete

Total Number Forms:	3	Total Dollars:	4,500.00
----------------------------	----------	-----------------------	-----------------

Break Down by Box

Box 1:	4,500.00	Box 7:	0.00
Box 3:	0.00	Box 14:	0.00
Box 6:	0.00		

1096 Information

Contact Name:

Email Address:

Phone Number: ()

FAX Number: ()

Print 1096 Done



Printing 1099's & 1096's for vendors for 1099 NEC Form

1. Go to the 1099 Forms report screen by **AP | Reports | 1099 Forms/Magnetic**
2. Use the Mark by Type function in the bottom right of the screen
 - a. Select MISC-NEC (1)
 - b. Select 'Mark'

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABI01	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONSO1	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONCO1	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

Action:

3. Review the proofing report before printing 1099s
 - a. Go to Action in the bottom left of the screen and select 'Print Proofing Report'
 - b. Select 'Preview'

Tax Year: 2020 Select Vendors to Include in Action

X Account #	Name	EIN/SSN	Type 1099	Amount
ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
BRICK1	Bob's Brick BarnABCD	10-0987654	Rents (1)	2,000.00
BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
CABI01	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
CONSO1	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
CONCO1	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
X CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
X DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
X DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

 Mark by Type: MISC-NEC. (1)

Action:



- 4. Review Proofing report to ensure you are only printing one type of 1099 form
 - a. You can review this at the bottom of report showing the Report Totals

Preview: AP Vendor 1099 Proofing

DEC 01,2020 3:38PM Astor Homes AP Vendor 1099 Proofing Report for Tax Year 2020 Page:1 of 1

ID SSN/EIN	Vendor Name DBA Name	Address City	State	Zip Code
CORK01 10-0987654	* Corky's Slab Contractors Inc.	175 Main Street Any City	US	22222
NEC	Box 1: 2,800.00			
DDDR01 10-0987654	* D & D Drywall	425 Main Street Any City	US	22222
NEC	Box 1: 950.00			
DAND01 10-0987654	* Dandy's Trim & Door Inc.	385 Main Street Any City	US	22222
NEC	Box 1: 6,500.00			

Report Totals

	Box 1	Box 3	Box 6	Box 10
1099-MISC	0.00	0.00	0.00	0.00
	0	0	0	0
1099-NEC	10,250.00			
	3			

* Indicates which name will be used as primary 1099 name.

- 5. Go back to 1099 Forms screen and select the Action 'Print 1099 Forms'
 - a. Select 'Print'

1099 Forms/Magnetic

Tax Year: 2020 Select Vendors to Include in Action

X	Account #	Name	EIN/SSN	Type 1099	Amount
X	ABCP01	ABC Painting	10-0987654	Rents (1)	1,000.00
X	APPL01	Apple Appliances	10-0987654	Rents (1)	1,500.00
X	BRICK1	Bob's Brick Barn	10-0987654	Rents (1)	2,000.00
X	BUIL01	Building Blocks Masons Co.	10-0987654	Other Income (3)	1,500.00
X	CAB101	Cabinets World-123	10-0987645	Other Income (3)	3,000.00
X	CARP01	Carpet Universe	10-0987654	Other Income (3)	800.00
X	CL002	Cleaners R Us	10-0987654	Medical & Health (6)	3,500.00
X	CONSO1	Concrete Steel Products Corp.	10-0987654	Medical & Health (6)	2,000.00
X	CONCO1	Concrete USA	10-0987654	Medical & Health (6)	4,000.00
X	CORK01	Corky's Slab Contractors Inc.	10-0987654	MISC-NEC. (1)	2,800.00
X	DDDR01	D & D Drywall	10-0987654	MISC-NEC. (1)	950.00
X	DAND01	Dandy's Trim & Door Inc.	10-0987654	MISC-NEC. (1)	6,500.00
X	DANDEB	Danny's Debris Removal Service	10-0987654	Proceeds Attorney (10)	800.00
X	DAVI01	Davis Dumpster Services	10-0987654	Proceeds Attorney (10)	4,800.00
X	EART01	Earthmovers, Inc.	10-0987654	Proceeds Attorney (10)	6,500.00

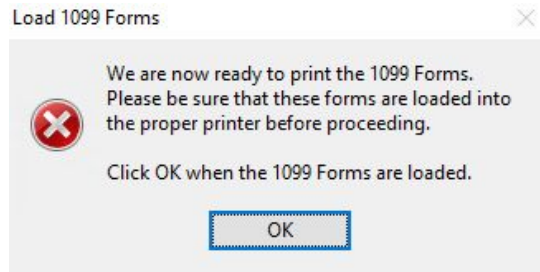
Mark UnMark Clear All Mark by Type: MISC-NEC. (1) Mark

Action: **Print 1099 Forms** Preview Print Previous Cancel

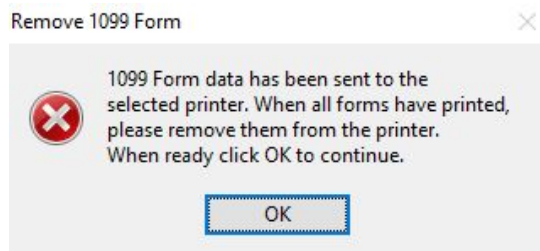
- Choose Action ...
- Print Proofing Report
- Print 1099 Forms**
- 1099 Magnetic
- Export 1099



- 6. Once you select print you will be prompted by Gemini to load in the 1099 forms into the printer
 - a. Once you have done so select 'OK'



- 7. You will now be prompted by Gemini to remove printed 1099 forms
 - a. Select 'OK' once you have done so



- 8. Once you have printed the 1099 forms, Gemini will prompt you now to fill out information for your corresponding 1096 form to be printed
 - a. Fill out 1096 Information
 - b. Select 'Print 1096'

Printing of 1099's is complete

Total Number Forms:	3	Total Dollars:	4,500.00
----------------------------	----------	-----------------------	-----------------

----- Break Down by Box -----

Box 1:	4,500.00	Box 7:	0.00
Box 3:	0.00	Box 14:	0.00
Box 6:	0.00		

1096 Information

Contact Name:

Email Address:

Phone Number: ()

FAX Number: ()

Print 1096 **Done**