IVER J. ELIASON, CPA, PC
CERTIFIED PUBLIC ACCOUNTANTS

Dear Client:

Your annual Information Returns (Form 1099) for business payments to individuals must be postmarked by January 31. This includes rent, custom work or machine hire, contract labor and other similar payments of $600 or more, or if you paid interest to an individual of more than $10 in a calendar year. This also includes rent and interest you paid to your spouse. Note that you are not required to send Form 1099's to corporations.

The penalty for not filing these returns is $50.00 for each payment that is not reported by January 31. For intentional disregard of this law, the penalty is 10% of the payment. The IRS will enforce these penalties.

The Social Security number and address are required for each individual. If your payment went to a business, please use its tax identification number instead of a social security number.

If you would like us to prepare your 1099s for you, please fill out the bottom portion of this letter and return it to us by January 15, in order to allow time to meet the January 31 deadline. We cannot take your information over the phone. You may, however, e-mail it to us at *admin@iver.biz.*

Sincerely,

Iver J Eliason, CPA

~~~~~~

RETURN COMPLETED FORM TO IVER ELIASON, CPA, PO BOX 3130, MINOT, ND 58702

Your name ____

Your Social Security or Federal ID # ________________________

NAME (person you paid)	COMPLETE ADDRESS	SOCIAL SECURITY #	TYPE OF EXPENSE	AMOUNT
~~~~~~