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## NEW FOR 2004!!

Reprogramming required on official format W-2, W-3, 1099 B and 1099 Dividend. The 1099 MSA and 5498 MSA replaced by 1099 SA and 5498 SA.

## MAGNETIC MEDIA REPORTING INFORMATION

### W-2 FORMS

Regulations make it mandatory for Employers who file at least 250 or more W-2 forms to file on Magnetic Media. Magnetic Media consists of Magnetic Tape, Diskette, Cassette, and Mini Disk.

If an employer files less than 250 forms he will continue to use copy "A" Paper Returns. If using Magnetic Media is a hardship, the Social Security Administration may grant a waiver for a period of time not to exceed one tax year. If you are required to file on Magnetic Media and have not been granted a waiver you may be subject to a penalty of \$50 per return.

All employers who file via Magnetic Media must continue to provide copy B, C, and state or local copies to their Employees. Most states also accept Magnetic Media Reporting.

### 1099 FORMS

MAG-MEDIA REQUIREMENTS FOR ALL 1099 FORMS - NOW 250 MINIMUM. The change in the magnetic media filing requirements generally affects information returns relating to interest and dividend payments (Forms 1099-INT, DIV, OID, and PATR) and broker and barter exchange transactions (Form 1099-B). You are required to file such information returns on magnetic media only if you are required to file 250 or more returns.

### OTHER INFORMATION RETURNS

If you are required to file 250 or more returns on Form 1098, 1099A, 1099G, 1099MISC, 1099R, 1099S, 5498 or W-2G you are required to file on Magnetic Media. For determining the number of returns you are required to file "count each type of form separately", for example, if you must file 300 Form 1098 and 100 1099MISC, you are not required to file Form 1099MISC on Magnetic Media, but you must file Form 1098 on Magnetic Media.

The due dates for Magnetic Media Reporting are the same as for Paper Document Reporting. For further information concerning Magnetic Media Filing or information about a waiver contact: Magnetic Media Reporting, Internal Revenue Service National Computer Center, P.O. Box 1359, Martinsburg, WV 25401-1359, Telephone: (304) 263-8700

The following returns may be filed on Magnetic tape to the IRS:

<b>1099A</b>	<b>1099B</b>	<b>1099C</b>	<b>1099CAP</b>	<b>1099DIV</b>
<b>1099G</b>	<b>1099INT</b>	<b>1099LTC</b>	<b>1099MISC</b>	<b>1099OID</b>
<b>1099PATR</b>	<b>1099Q</b>	<b>1099R</b>	<b>1099SA</b>	<b>1099S</b>
<b>1042S</b>	<b>1098</b>	<b>1098E</b>	<b>1098T</b>	<b>5498</b>
<b>5498ESA</b>	<b>5498SA</b>	<b>W2G</b>		

W-2 Forms are filed to the Social Security Administration

### State W-2 and 1099-R Part Requirements

**6-PART STATES** AL, AZ, AR, CA, CO, CT, DE, DC, GA, HI, ID, IL, IN, IA, KS, KY, LA, ME, MD, MA, MI, MN, MO, MS, MT, NE, NJ, NM, NY, NC, ND, OH, OK, OR, PA, RI, SC, UT, VT, VA, WV, WI. (Add extra parts for city withholding tax.)

**4-PART STATES** AK, FL, NV, NH, SD, TN, TX, WA, WY.

W-2	Employer Copies				Employee Copies			
	Federal Copy A	State Copy 1	City Copy 1	File Copy D	Federal Copy B	State Copy 2	City Copy 2	File Copy C
4-Part	X			X	X			X
6-Part	X	X		X	X	X		X
8-Part	X	X	X	X	X	X	X	X

### State 1099 Part Requirements

**3-PART STATES**

AK, CO, FL, IL, KY, ME, MD, MI, NE, NV, NH, NJ, NM, OH, RI, SD, TN, TX, VT, WA, WV, WY.

**4-PART STATES**

AL, AZ, AR, CA, CT, DE, DC, GA, HI, ID, IN, IA, KS, LA, MA, MN, MS, MO, MT, NY, NC, ND, OK, OR, PA, SC, UT, VA, WI.