CONTRACTOR INFORMATION SHEET

Complete this form for each 1099 contractor.

General Information

Contractor Type ❍ Individual ❍ Business

Contractor Name _____

Address _____

City, State, Zip _____

Email Address _____

Social Security No./
Employer Identification No. _____

Direct Deposit Information

Will this contractor be paid by direct deposit?

Direct deposit ❍ Yes ❍ No If yes, attach completed Authorization of Direct Deposit form.

Pay Information

Has this contractor already been paid this calendar year?

❍ Yes ❍ No

If yes, enter the total compensation and/or reimbursement amounts that you have paid the contractor during the current year.

Compensation amount $ _____

Reimbursement amount $_____

Notes

CONTRACTOR INFORMATION SHEET

Complete this form for each 1099 contractor.

General Information

Contractor Type ❍ Individual ❍ Business

Contractor Name _____

Address _____

City, State, Zip _____

Email Address _____

Social Security No./
Employer Identification No. _____

Direct Deposit Information

Will this contractor be paid by direct deposit?

Direct deposit ❍ Yes ❍ No If yes, attach completed Authorization of Direct Deposit form.

Pay Information

Has this contractor already been paid this calendar year?

❍ Yes ❍ No

If yes, enter the total compensation and/or reimbursement amounts that you have paid the contractor during the current year.

Compensation amount $ _____

Reimbursement amount $_____

Notes