

1099 TAX DOCUMENT DELIVERY AGREEMENT

This Agreement is entered into by and between the parties identified below to establish the terms and conditions governing the delivery of IRS Form 1099 statements.

Payer/Company Name: _____

Subcontractor Name: _____

Taxpayer ID (TIN/SSN): _____

Email Address: _____

Mailing Address: _____

1. Consent to Electronic Delivery

By checking the applicable box below and signing this Agreement, the Subcontractor consents to receive their annual Form 1099 statements electronically instead of via physical mail.

YES, I consent to electronic delivery. I understand that my Form 1099 will be delivered electronically to the email address provided above or made available via a secure online portal. I will not receive a paper copy by mail unless I request one or withdraw my consent.

NO, I do not consent to electronic delivery. I prefer to receive my Form 1099 statement via regular United States Postal Service (USPS) mail delivered to the mailing address listed above.

2. Duration and Scope of Consent

This consent applies to all Form 1099 statements required to be furnished by the Payer to the Subcontractor for the current calendar year and all subsequent tax years, unless this consent is withdrawn in accordance with the procedures detailed below.

3. Withdrawal of Consent

The Subcontractor may withdraw consent to electronic delivery at any time. To withdraw consent, the Subcontractor must provide written notice via email or mail to the Payer. The withdrawal of consent will take effect within _____ business days of receipt by the Payer. A withdrawal of consent does not apply to any Form 1099 that was already furnished electronically prior to the date the withdrawal takes effect.

4. Updating Contact Information

The Subcontractor is responsible for informing the Payer of any changes to their email address, mailing address, or tax status. Updates must be submitted in writing to the Payer at least _____ days prior to the end of the tax year to ensure timely delivery of statements.

5. System Requirements and Hardware/Software

To access and retain electronic Form 1099 statements, the Subcontractor must have a device with internet

access, an active email account, and software capable of viewing, downloading, and printing Portable Document Format (PDF) files.

6. Acknowledgement of Terms

By signing below, the parties agree to the terms of this Agreement and acknowledge that they have read and understood the disclosures provided herein.

Subcontractor Signature:

Payer/Company Signature:

Authorized Signature

Authorized Signature

Print Name

Print Name

Date

Date

Note: If you consented to electronic delivery, you may still request a paper copy of your Form 1099 by contacting the Payer directly. Requesting a paper copy does not constitute a withdrawal of your consent for future electronic deliveries.