

ftwilliam.com 1099 Webinar
December 12, 2013

Questions:

Q1: When adding the numbers of rows, do we count the header row that FT Wms has in there....so if we have a row for our use, do we put 2?

A1: When uploading the Payee Data, you do not have to enter the number of rows to ignore. The site is looking at all rows below the column headers so please be sure not to enter invalid data below the column headers.

When uploading the Payer TINs, you do not include the column header row in the number of rows to ignore. For example, if you have two rows inserted above the column header row, you enter 2 for the number of rows to ignore so that the system knows to look at row 3 for the column headers.

	A	B	C	D
1	Sample Text Here that I don't want uploaded.			
2	This is for the Payer TIN upload.			
3	DO NOT ALTER	DO NOT ALTER	Plan Name (Plan Number)	Trust EIN
4	440218470	637884786	123 Sample Company New	21-1313131
5	440218470	646632357	123 Sample Company Peni	31-1414141
6	440218470	632248971	123 Sample Company Sam	41-1515151

Upload Payer Menu - 1099-R - 2013

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1099-R

Caution - this will replace the Payer TIN data for 1099-R.

The system will not update the TIN of Payer with Payees in a 1099 Batch.
If a payer record does not exist for 1099-R for 2013, one will be created.

The file must be in the same structure and format (.csv) as the downloaded file (F1099PayerUploadRaw.csv)

The first two columns must contain the data from the downloaded file.

Payer TIN must be the fourth column of the spreadsheet.

Upload file name: F1099PayerUploadRaw.csv

Number of rows to ignore before header row:

Q2: If adding multiple 1099 for the same participant, will FT WM's combine if code the same and populate the 945?

A2: If you are using the ftw Sample file to upload your participant data, then it does not combine the codes together to create a 1099 record. However, if you have exported data from another vendor, for example, Relius, the participant will be uploaded into one record if the distribution codes are the same.

ftwilliam.com does populate basic 945 data, but there is some manual input needed.

Q3: Is it possible to get a copy of the presentation we are going over?

A3: Please see ftwilliam.com and click on the "Webinars" link at the top of the screen. You'll find the power point and recording there.

Q4: If we are electronic filing do we have to print any specific forms?

A4: It depends. If you plan to use the fulfillment service to e-file and print/mail the 1099s, then you would not need to print forms, unless you want to send the Payer the Copy D. Or, if the payer requests copies of the 1096/Copy A, then you could print the 'Payer Copies (including background image)' in the Print Menu box. If you do not plan to use the fulfillment service, you will be responsible for printing and mailing the participant copies.

Q5: Is it necessary to download payer TIN's if you are not new to FT?

A5: If you have several TINs to enter and you do not wish to manually update them for each Payee, then it would be easiest to download the TINs, update the spreadsheet and then upload the spreadsheet.

Q6: I need to produce a 1099-R for a deceased participant who is using an Estate Trust number of XX-XXXXXXX. Where do I enter that?

A6: You would need to create a participant record for the Estate; select EIN for the Recipient's Identification Number and enter the Trust Number. See screen shot below.

Wolters Kluwer

General 9458 Original

PAYER'S name, street address, city, state, and ZIP code
123 Sample 401(k) Plan Test Plan Name
5656 South Minnetonka Avenue
South Central, CA 56565-6565

PAYER'S federal identification number
45-1234566

RECIPIENT'S identification number **EIN**

RECIPIENT'S name
The Beneficiary's Estate

Office Code:

1 Gross distribution
\$

2a Taxable amount
\$

2b Taxable amount not determined

3 Capital gain (included in box 2a)
\$

5 Employee contributions / Designated Roth contributions or insurance premiums
\$

7 Distribution IRA/

4 Federal income tax withheld
\$

6 Net unrealized appreciation in employer's securities
\$

8 Other

2013
Form 1099-R

Distributions From Pensions, Annuities, Retirement or Profit-Sharing Plans, IRAs, Insurance Contracts, etc.

Copy A For Internal Revenue Service Center

File with Form 1096.

For Privacy Act and Paperwork Reduction Act Notice, see the 2013 General