

TAX FORM ORDER SHEET **(ORDER'S MUST BE RETURNED BY NOVEMBER 5th)**

We will not accept returns after December 17, 2021.

Bill To Name _____

Bill To Address _____

(CITY) (STATE) (ZIP)

Ship To Address _____
(if different than bill to)

Email Address _____

Ordered by _____

Phone No. () _____

Fax No. () _____

Software used _____

P.O. No. _____ Date _____

Email PDF fill-in form to: dana@printingsystems.us
Phone: (800) 951-2345 Fax: (734) 946-1115

PLEASE DUPLICATE LAST YEAR'S ORDER WITH THE EXACT SAME ITEMS AND QUANTITIES

LASER TAX FORMS

PLEASE REMEMBER TO ORDER YOUR W3s AND 1096s.
They are not included with your W2 or 1099 order.

**See our Website
for Full List**

2 Per Sheet (Unless Noted Otherwise)

| 2021 ORDER | FORM NO. | DESCRIPTION | 2021 ORDER | FORM NO. | DESCRIPTION |
|--|----------|--|--------------------------------------|---|---|
| SOLD IN SETS (FULL PACKAGES ONLY) | | | *NEW* 1099 NEC LASER (3up) | | |
| _____ | 95214 | W2 4-Part Laser - Sets consist of Copies A, B, C, D (100 Employees) | _____ | MINI SETS 17 Sheets 51 Recipients NEC95918 | 3-PART SET includes: 17 Sheets EA Laser 1099MISC Copy A, B, C |
| _____ | 95214E | W2 4-Part Laser WITH ENVELOPES (100 Employees) | _____ | MINI SETS W/Envelopes 17 Sheets 51 Recipients NEC95918E | 4-PART SET includes: 17 Sheets EA Laser 1099MISC Copy A, B, C, C, + 50 DW19 |
| _____ | 95211E | W2 4-Part Laser WITH ENVELOPES (50 Employees) | _____ | MINI SETS W/Self-Seal Env 17 Shts for 51 Recipients NEC95918ES | 4-PART SET includes: 17 Sheets EA Laser 1099MISC Copy A, B, C, C, + 50 DW19S |
| _____ | 95204ES | W2 4-Part Laser WITH ENVELOPES (20 Employees) | _____ | VALUE SETS W/Self-Seal Env 7 Shts for 21 Recipients NEC95903ES | 3-PART SET includes: 7 Sheets EA Laser 1099MISC Copy A, B, C, + 20 DW19S |
| _____ | 95216 | W2 6-Part Laser - Sets consist of Copies A, B, C, D, 1, 2 (100 Employees) | _____ | NEC95904ES | 4-PART SET includes: 7 Sheets EA Laser 1099MISC Copy A, B, C, C, + 20 DW19S |
| _____ | 95216E | W2 6-Part Laser WITH ENVELOPES (100 Employees) | THE AFFORDABLE CARE ACT (ACA) | | |
| _____ | 95212E | W2 6-Part Laser WITH ENVELOPES (50 Employees) | _____ | 1095B5 | IRS50 ACA Health Coverage IRS Landscape Format (50/Pkg) |
| _____ | 95206ES | W2 6-Part Laser WITH ENVELOPES (20 Employees) | _____ | 1095C5 | IRS50 Employer-Provided Health Insurance Offer & Coverage (50/Pkg) |
| _____ | 95218 | W2 8-Part Laser - Sets consist of Copies A, B, C, D, 1, 1, 2, 2 (100 Employees). | _____ | 1094B | 49 or Less Employees Transmittal of Health Coverage Information Returns (Sold Individually) |
| _____ | 95218E | W2 8-Part Laser WITH ENVELOPES (100 Employees) | _____ | 1094C | 50 or More Employees (3 page form) Transmittal of Employer-Provided Health Insurance Offer & Coverage Returns (Sold Individually) |
| _____ | L4BL | W2 Blank Front Laser 4-up (50 Employees) w/Backer Instructions. <u>Print out without control # does not fit DW4S Envelopes</u> | SOLD INDIVIDUALLY | | |
| _____ | L4UP | W2 Laser 4-up (Employee's Copies) (50 Employees) Ideal for electronic filing. (DW4S may not work with all print outs) | _____ | LW3 | W3 - Laser (Transmittal of Income for W2s) |
| _____ | L4UPR | W2 Laser 4-up (Employer's Copies) (50 Employees) Ideal for electronic filing. | _____ | L1096 | 1096 Annual Summary - Laser for 1099s |
| _____ | LW2A | W2 Laser 4-up Employer Copy A (Federal) (100 Employees) | _____ | W4 | 2021 Employees Withholding Certificate (Not available until January 2022) |
| _____ | LW2D1 | W2 Laser 4-up Employer Copy 1 / State / Local or Copy D (100 Employees) | CONTINUOUS TAX FORMS | | |

| | | |
|--|---------|--|
| SOLD IN SETS (FULL PACKAGES ONLY) | | |
| _____ | 95913 | 1099 MISC 3-Part Laser - Sets consist of Copies A, B, C (100 Recipients) |
| _____ | 95913E | 1099 MISC 3-Part Laser WITH ENVELOPES (100 Recipients) |
| _____ | 95903ES | 1099MISC 3-Part Laser WITH ENVELOPES (20 Recipients) |
| _____ | 95914 | 1099 MISC 4-Part Laser - Sets consist of Copies A, B, C, C (100 Recipients) |
| _____ | 95914E | 1099 MISC 4-Part Laser WITH ENVELOPES (100 Recipients) |
| _____ | 95918E | 1099 MISC 4-Part Laser WITH ENVELOPES (50 Recipients) |
| _____ | 95904ES | 1099MISC 4-Part Laser WITH ENVELOPES (20 Recipients) |
| _____ | 95905ES | 1099MISC 5-Part Laser WITH ENVELOPES (20 Recipients) |
| _____ | 95944 | 1099 R 4-Part Laser Sets consist of Copies A, B, C, D (100 Recipients) |
| _____ | 95946 | 1099 R 6-Part Laser - Sets consist of Copies A, B, C, D, 1, 2 (100 Recipients) |

OTHER TAX FORMS

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

| | | |
|-------|------------|-----------------------------|
| _____ | X14 / X14A | W2 4-Part Twin Set |
| _____ | X17 | W2 4-Part NCR Cont. |
| _____ | TC-M3 | 1099 MISC. 3-Part NCR Cont. |
| _____ | TC-M4 | 1099 MISC. 4-Part NCR Cont. |
| _____ | TC-I4 | 1099 INT 4-Part NCR Cont. |
| _____ | TC-R4 | 1099 R 4-Part NCR Cont. |

| | | |
|-------|--------|---|
| _____ | TC18-4 | 1098 4-Part NCR Cont. Mortgage Interest Statement |
| _____ | W-3 | W3 (Transmittal of Income) 2-Part NCR Cont. for W2s |
| _____ | 1096 | 1096 Annual Summary 2-Part NCR Cont. for 1099s |

ENVELOPES (Any quantity)

| | | |
|-------|-------|--|
| _____ | DWCL | Double Window Envelopes for Laser & Continuous W2s |
| _____ | DWMR | Double Window Envelopes for Laser & Cont. 1099 MISC, 1099R & 1099DIV |
| _____ | DW19 | Double Window Envs. for 1099s Laser & Cont. |
| _____ | *DW4S | Double Window Envs. for W2 Laser L4Up/R |

IMPORTANT Tax Form Updates & 2021 ORDER FORM

Dear Tax Preparer:

Since the tax season is fast approaching, we are contacting you to inform you that Printing Systems will be stocking the latest versions of the 2021 tax forms. NEC-1099 forms are available on order sheet.

Please make sure your software is updated so that any forms that need reprogramming are the current layout.

To make ordering easier we are again offering our laser tax forms that include prepackaged sets. We will continue to offer W2's and 1099MISC. with MATCHING ENVELOPES or packaged sets WITHOUT ENVELOPES.

Just a reminder, when placing your order for W2s and 1099s, remember to order your W3 (Transmittal of Income) and your 1096 (Annual Summary). *We will begin shipping all tax form orders at the beginning of December.*

PLEASE - Inspect Your Order Upon Receipt and contact us with any damaged or incorrect shipments.

WE WILL NOT ACCEPT ANY RETURNS TWO WEEKS AFTER DELIVERY.

If you are ordering the **EXACT STYLE** and **QUANTITY** as last year, just complete the upper portion on the reverse side and fax the order to us. If you need to make any changes, or you are ordering for the first time, please complete the **ENTIRE** form on the reverse side.

To ensure the accuracy of your order, we would appreciate you faxing, mailing or emailing your order.

Your prompt response by **November 5, 2021** will ensure that we meet your Tax form needs in a timely fashion.

Return this form using one of the following three options:

(Tax forms are not available to order on our website. You will have to mail, fax or email us your order form.)

- | | | |
|---|------------------------------------|---|
| 1 Mail To: 12005 Beech Daly Rd. Taylor, MI 48180 | 2 Fax To: (734) 946-1115 | 3 Email To: (Complete and Submit The Electronic Form located on our website: www.printingsystems.us) dana@printingsystems.us |
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