

**MUST BE FILLED OUT ON FORM ORDERED FROM IRS.GOV (FREE TO ORDER)**

Do Not Staple 6767

Form <b>1096</b>	<b>Annual Summary and Transmittal of U.S. Information Returns</b>	OMB No. 1545-0108
Department of the Treasury Internal Revenue Service		<b>2024</b>

FILER'S name <b>FIRST MIDDLE LAST</b> or <b>COMPANY NAME, LLC</b> Street address (including room or suite number) <b>1234 YOUR GENERAL DELIVERY</b> <b>ADDRESS ST. or 1234 POST OFFICE ADDRESS</b> City or town, state or province, country, and ZIP or foreign postal code <b>CITY / TOWN, ST 12345</b>	**TOTAL INCOME TAX WITHHELD SHOULD BE THE TOTAL WITHHELD FROM YOUR WAGES ON YOUR ANNUAL REPORT OR W-2 FORM. IF NONE WITHHELD, SUPPLY -0-. FOR A4V: SUPPLY THE SAME AMOUNT PAID ON FIELDS 4 AND 5.
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Name of person to contact <b>First Middle Last</b>	Telephone number <b>(XXX) XXX-XXXX</b>	<b>For Official Use Only</b> 
Email address <b>email@domain.com</b>	Fax number <b>N/A</b>	

1 Employer identification number <b>SSNXXXXX or SSN-XX-XXXX</b>	2 Social security number	3 Total number of forms <b>2*</b>	4 Federal income tax withheld <b>\$ AMOUNT**</b>	5 Total amount reported with this Form 1096 <b>\$ AMOUNT***</b>
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6 Enter an "X" in only one box below to indicate the type of form being filed.

W-2G 32	1097-BTC 50	1098 81	1098-C 78	1098-E 84	1098-F 03	1098-Q 74	1098-T 83	1099-A 80	1099-B 79	1099-C 85	1099-CAP 73		1099-DIV 91	1099-G 86	1099-INT 92	1099-K 10
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O N L Y O N E T Y P E																
1099-LS 16	1099-LTC 93	1099-MISC 95	1099-NEC 71	1099-OID 96	1099-PATR 97	1099-Q 31	1099-QA 1A	1099-R 98	1099-S 75	1099-SA 94	1099-SB 43	3921 25	3922 26	5498 28	5498-ESA 72	5498-QA 2A
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5498-SA 27																
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ONLY ONE TYPE

**Return this entire page to the Internal Revenue Service. Photocopies are not acceptable. Send this form, with the copies of the form checked in box 6, to the IRS in a flat mailer (not folded).**

Under penalties of perjury, I declare that I have examined this return and accompanying documents and, to the best of my knowledge and belief, they are true, correct, and complete.

Signature BY: *First Middle Last* Title Authorized Representative Date TODAY'S DATE

**Instructions**

**Future developments.** For the latest information about developments related to Form 1096, such as legislation enacted after it was published, go to [www.irs.gov/Form1096](http://www.irs.gov/Form1096).

**Reminder.** You may be required to electronically file (e-file) information returns. Go to [www.irs.gov/infotreturn](http://www.irs.gov/infotreturn) for e-file options. Also, see part F in the 2024 General Instructions for Certain Information Returns.

**Purpose of form.** Use this form to transmit paper Forms 1097, 1098, 1099, 3921, 3922, 5498, and W-2G to the IRS.

**Caution:** Form 5498-QA can only be filed on paper, regardless of the number of returns.

**Who must file.** Any person or entity who files any form checked in box 6 above must file Form 1096 to transmit those forms to the IRS.

**Caution:** Your name and taxpayer identification number (TIN) (employer identification number (EIN) or social security number (SSN)) must match the name and TIN used on your 94X series tax return(s) or you may be subject to information return penalties. Do not use the name and/or TIN of your paying agent or service bureau.

Enter the filer's name, address (including room, suite, or other unit number), and TIN in the spaces provided on the form. The name, address, and TIN of the filer on this form must be the same as those you enter in the upper left area of Form 1097, 1098, 1099, 3921, 3922, 5498, or W-2G.

**When to file.** If any date shown falls on a Saturday, Sunday, or legal holiday in the District of Columbia or where the return is to be filed, the due date is the next business day. File Form 1096 in the calendar year following the year for which the information is being reported, as follows.

- With Forms 1097, 1098, 1099, 3921, 3922, or W-2G, file by February 28.\*
- With Forms 1099-NEC, file by January 31.
- With Forms 5498, file by May 31.

\* Leap years do not impact the due date. See Announcement 91-179, 1991-49 I.R.B. 78, for more information.

**Where To File**

Send all information returns filed on paper with Form 1096 to the following.

<b>If your principal business, office or agency, or legal residence in the case of an individual, is located in:</b>	<b>Use the following address:</b>
Alabama, Arizona, Arkansas, Delaware, Florida, Georgia, Kentucky, Maine, Massachusetts, Mississippi, New Hampshire, New Jersey, New Mexico, New York, North Carolina, Ohio, Texas, Vermont, Virginia	Internal Revenue Service P.O. Box 149213 Austin, TX 78714-9213
Alaska, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Dakota, Oklahoma, Oregon, South Carolina, South Dakota, Tennessee, Utah, Washington, Wisconsin, Wyoming	Internal Revenue Service Center P.O. Box 219256 Kansas City, MO 64121-9256

**FORM 1096 ONLY REQUIRED FOR FORMS LISTED ABOVE. USE ONE FORM 1096 FOR EACH TYPE OF FORM ABOVE (LIKE THE 1099).**