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W-2 4-UP forms and 1099 pre-printed forms for your Visual ContrAcct® software are now available. We recommend you order these forms from Job Cost, Inc. to ensure they work properly with the software.

*****NEW FOR 2024:** W2 forms will be printed on 4-part Blank paper with Instructions on back of form.

W2 forms must be filed Electronically. IRS Red Copy and W3 Forms are not needed.

1099-NEC & 1099-MISC will still be on the pre-printed forms, the same as last year.

Forms are no longer sold by packages; they are now sold individually. If you need 32 forms, you can order 32 forms.

For W-2s, we offer the following tax forms (printed on the 4-Up forms) and envelopes:

Copy B Employee's FEDERAL Tax Return	Copy 2 Employee's State, City or Local Income Tax Return
Copy C Employee's Records	Copy 2 Employee's State, City or Local Tax Department

Each copy is printed in the layout above on a single sheet of paper. One sheet per employee.

***W-2 FORMS** (Product #W2 – 4 part)

***ENVELOPES** (Product #W2ENV)

For 1099s, we offer the following tax forms and envelopes:

2024 FORM 1099-NEC (Nonemployee Compensation Form)

* **FORMS** (Product #1099-NEC - 4 part)

* **ENVELOPES** (Product #1099-NECENV)

2024 FORM 1099-MISC

***FORMS** (Product#1099-MISC 4 part)

***ENVELOPES** (Product #1099-MISCENV)

To determine the number of W-2 forms to order, estimate the number of employees for the year, then multiply by 1.2. This will give you 20% more forms than you need. You can use the extra forms if you have difficulty printing. You can also use this procedure to determine the number of 1099's you need.

If you have any questions, please email Felicia at ffragoso@jobcost.com or call 630-355-8188 Monday – Friday 8:00 am to 5:00 pm.

To order your tax forms, complete the attached order form and email to Felicia Fragoso ffragoso@jobcost.com.