

## **Attention:**

This form is provided for informational purposes and should not be reproduced on personal computer printers by individual taxpayers for filing. The printed version of this form is designed as a "machine readable" form. As such, it must be printed using special paper, special inks, and within precise specifications.

Additional information about the printing of these specialized tax forms can be found in IRS Publications 1141, 1167, 1179, and other IRS resources.

The printed version of the form may be obtained by calling 1-800-TAX-FORM (1-800-829-3676). Be sure to order using the IRS form or publication number.

Form <b>1096</b> Department of the Treasury Internal Revenue Service	<b>Annual Summary and Transmittal of                  U.S. Information Returns</b>	OMB No. 1545-0108  <div style="font-size: 2em; font-weight: bold;">2004</div>
FILER'S name  Street address (including room or suite number)  City, state, and ZIP code		
Name of person to contact		Telephone number (    )
Email address		Fax number (    )
<b>1</b> Employer identification number		<b>2</b> Social security number
<b>3</b> Total number of forms		<b>4</b> Federal income tax withheld \$
<b>5</b> Total amount reported with this Form 1096 \$		<b>For Official Use Only</b> <div style="border: 2px solid black; width: 100px; height: 20px; margin: 5px auto;"></div>
Enter an "X" in only one box below to indicate the type of form being filed.		
If this is your <b>final return</b> , enter an "X" here . . . <input type="checkbox"/>		
W-2G 32 <input type="checkbox"/>	1098 81 <input type="checkbox"/>	1098-E 84 <input type="checkbox"/>
1098-T 83 <input type="checkbox"/>	1099-A 80 <input type="checkbox"/>	1099-B 79 <input type="checkbox"/>
1099-C 85 <input type="checkbox"/>	1099-CAP 73 <input type="checkbox"/>	1099-DIV 91 <input type="checkbox"/>
1099-G 86 <input type="checkbox"/>	1099-H 71 <input type="checkbox"/>	1099-INT 92 <input type="checkbox"/>
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Alaska, California, Colorado,  
 District of Columbia, Hawaii, Idaho,  
 Maryland, Montana, Nevada,  
 Oregon, Utah, Washington, Wyoming

Ogden, UT 84201

If your legal residence or principal place of business is outside the United States, file with the Internal Revenue Service Center, Philadelphia, PA 19255.

**Transmitting to the IRS.** Send the forms in a flat mailing (not folded). Group the forms by form number and transmit each group with a **separate** Form 1096. For example, if you must file both Forms 1098 and 1099-A, complete one Form 1096 to transmit your Forms 1098 and another Form 1096 to transmit your Forms 1099-A. You need not submit original and corrected returns separately. **Do not** send a form (1099, 5498, etc.) containing summary (subtotal) information with Form 1096. Summary information for the group of forms being sent is entered only in boxes 3, 4, and 5 of Form 1096.

**Box 1 or 2.** Complete only if you are not using a preaddressed Form 1096. Make an entry in **either** box 1 or 2; not both. Individuals not in a trade or business must enter their social security number (SSN) in box 2; sole proprietors and all others must enter their employer identification number (EIN) in box 1. However, sole proprietors who do not have an EIN must enter their SSN in box 2. Use the same EIN or SSN on Form 1096 that you use on Forms 1099, 1098, 5498, or W-2G.

**Box 3.** Enter the number of forms you are transmitting with this Form 1096. Do not include blank or voided forms or the Form 1096 in your total. Enter the number of correctly completed forms, not the number of pages, being transmitted. For example, if you send one page of three-to-a-page Forms 5498 with a Form 1096 and you have correctly completed two Forms 5498 on that page, enter "2" in box 3 of Form 1096.

**Box 4.** Enter the total Federal income tax withheld shown on the forms being transmitted with this Form 1096.

**Box 5.** No entry is required if you are filing Forms 1099-A or 1099-G. For all other forms, enter the total of the amounts from the specific boxes of the forms listed below:

Form W-2G	Box 1
Form 1098	Boxes 1 and 2
Form 1098-E	Box 1
Form 1098-T	Boxes 1, 2, 3, 4, 5, and 7
Form 1099-B	Boxes 2 and 3
Form 1099-C	Box 2
Form 1099-CAP	Boxes 3, 8, and 9
Form 1099-DIV	Boxes 1a, 2a, 3, 8, and 9
Form 1099-H	Box 1
Form 1099-INT	Boxes 1 and 3
Form 1099-LTC	Boxes 1 and 2
Form 1099-MISC	Boxes 1, 2, 3, 5, 6, 7, 8, 10, 13, and 14
Form 1099-MSA	Box 1
Form 1099-OID	Boxes 1, 2, and 6
Form 1099-PATR	Boxes 1, 2, 3, and 5
Form 1099-Q	Box 1
Form 1099-R	Box 1
Form 1099-S	Box 2
Form 5498	Boxes 1, 2, 3, 4, 5, 8, 9, and 10
Form 5498-ESA	Boxes 1 and 2
Form 5498-MSA	Box 1

**Final return.** If you will not be required to file Forms 1099, 1098, 5498, or W-2G in the future, either on paper, magnetically, or electronically, enter an "X" in the **"final return"** box.

**Corrected returns.** For information about filing corrections, see the **2004 General Instructions for Forms 1099, 1098, 5498, and W-2G**. Originals and corrections of the same type of return can be submitted using one Form 1096.

