

## **1099s**

Periodically, schools engage the services of independent contractors. Internal Revenue Service requires a Form 1099- Miscellaneous Income be prepared for independent contractors paid in excess of \$600 for a calendar year. Since internal funds are resident at the individual school, it then is incumbent upon the school to track information relating to this requirement. To ensure proper capture and reporting of information, coordinate with the District Finance staff when necessary. Vendors meeting requirements for receipt of 1099s should be properly noted in Skyward Accounting Software.