

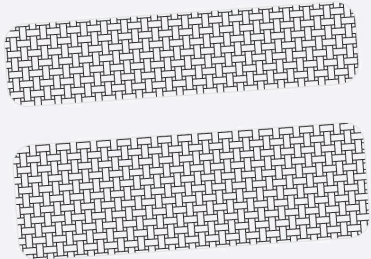
# TAX FORMS

2013

official tax documents & folders



Do Not Staple 6769  
Form **1096** Annual Summary and Transmittal of U.S. Information Returns  
Department of the Treasury Internal Revenue Service  
FILER'S name  
Street address (including room or suite number)  
Telephone number  
Fax number  
City number 3 Total  
OMB No. 1545-0108  
**2013**  
For Official Use Only



Important Tax Return Document Enclosed

CORRECTED (if checked)  
OMB No. 1545-0115  
**2013** Miscellaneous Income  
Form 1099-MISC  
Copy B For Recipient  
1 Rents  
2 Royalties  
3 Other income  
4 Federal income tax withheld  
5 Fishing boat proceeds  
6 Medical and health care payments  
7 Nonemployee compensation  
8 Substitute payments in lieu of dividends or interest  
9 Payer made direct sales of \$5,000 or more of consumer products to a buyer (recipient for resale)  
10 Crop insurance proceeds  
11 Foreign tax paid  
12 Foreign country or U.S. possession  
13 Excess golden parachute payments  
14 Gross proceeds paid to an attorney  
PAYER'S name, street address, city or town, province or state, country, ZIP or foreign postal code, and telephone no.  
PAYER'S federal identification number  
RECIPIENT'S identification number  
RECIPIENT'S name, street address, city or town, province or state, country, and ZIP or foreign postal code  
Account number (see instructions)  
15a Section 409A deferrals  
15b Section 409A income  
16a Section 409A income  
16b Section 409A income  
This is important tax information and is being furnished to the Internal Revenue Service. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if this income is taxable and the IRS determines that it has not been reported.  
State income  
Federal Revenue Service  
RECIPIENT'S COPY - REC'D  
Copy C For Payer or State Copy  
For Privacy Act and Paperwork Reduction Act Notice, see the

22222  
Employer's social security number  
Employer identification number (EIN)  
Employer's name, address, and ZIP code  
Control number  
Employee's first name and initial  
Last name  
1 Wages, tips, other compensation  
2 Federal income tax withheld  
3 Social security wages  
4 Social security tax withheld  
5 Medicare wages and tips  
6 Medicare tax withheld  
7 Social security tips  
8 Allocated tips  
9  
10 Dependent care benefits  
11 Nonqualified plans  
12a See instructions for box 12  
12b  
13  
14  
15  
16  
Form **W-2** Wage and Tax Statement  
2013  
Form W-2 For Social Security Administration - Send this entire page with Copy A For Social Security Administration; photocopies are not acceptable. Form W-3 to the Social Security Administration; photocopies are not acceptable.  
Do Not Cut, Fold, or Staple Forms on This Page  
41-0852411

VOID  CORRECTED  
OMB No. 1545-0115  
**2013** Miscellaneous Income  
Form 1099-MISC  
Copy C For Payer or State Copy  
1 Rents  
2 Royalties  
3 Other income  
4 Federal income tax withheld  
5 Fishing boat proceeds  
6 Medical and health care payments  
7 Nonemployee compensation  
8 Substitute payments in lieu of dividends or interest  
PAYER'S name, street address, city, state, ZIP code, and telephone no.  
PAYER'S federal identification number  
RECIPIENT'S identification number  
RECIPIENT'S name, street address (including apt. no.), city, state, and ZIP code  
For Privacy Act and Paperwork Reduction Act Notice, see the

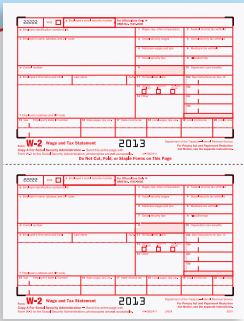
• W-2 Forms • 1099 Forms • Self-Mailers • Magnetic Media Mailers  
• Tax Document Folders • Envelopes • And so much more!



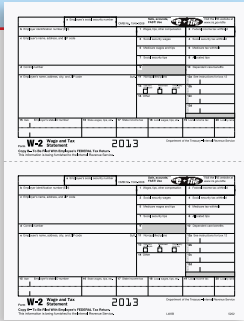
COUGARMOUNTAIN

800-454-1660  
www.cougarforms.com

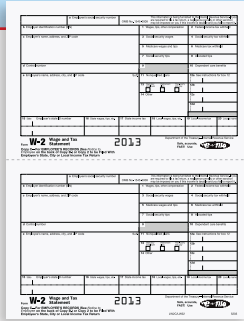
# Laser W-2 & W-3 Forms



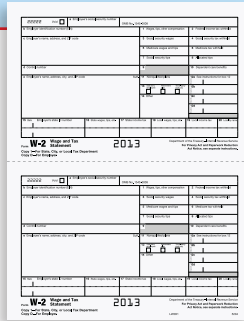
360W2A Federal Copy A



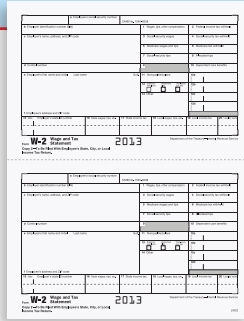
360W2B Employee Federal Copy B



360W2C Employee Record Copy C



360W2D1 Employer Copy D, State/City Copy 1



360W22 Employee State/City Copy 2

## Laser W-2 Sets or Individual

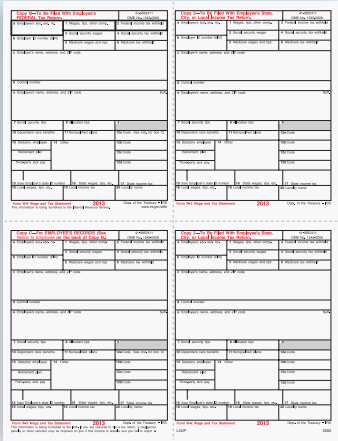
Laser W-2 Forms are available in 4, 6 or 8-part sets. Each set contains 25 sheets of Copy A, B, C, D (1 and 2) that services 50 employees. Each part can also be purchased in packages of individual forms for 100 employees.

Lot Prices (Order by number of employees, not number of sheets.)								
Set#	Pts.	50	100	200	300	500	1000	2000
360820	4	48.10	66.80	102.30	136.50	201.10	341.90	580.70
360830	6	68.90	93.50	136.90	178.00	256.50	456.90	860.40
360850	8	90.20	129.50	182.90	232.10	338.00	594.50	1,094.50

ENV #359860, 359860SS (R)

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	100	200	300	500	1000	2000	
360W2A	1 Copy A	20.10	35.10	46.30	66.30	99.30	165.70	
360W2B	1 Copy B	20.10	35.10	46.30	66.30	99.30	165.70	
360W2C	1 Copy C	20.10	35.10	46.30	66.30	99.30	165.70	
360W2D1	1 Copy D/1	20.10	35.10	46.30	66.30	99.30	165.70	
360W22	1 Copy 2	20.10	35.10	46.30	66.30	99.30	165.70	

ENV #359860, 359860SS (R)



## Laser W-2, 4-Up

The Laser W-2, 4-Up Form includes Employee Copy B, C, 2 and 2 or extra copy. The W-2, 4-Up Blank has one vertical center perforation and one horizontal center cross perforation. One sheet per employee. Order by number of employees.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
3604UP	1	20.10	35.10	56.80	69.50	99.30	165.40	289.40
3604UPBL	1	20.10	35.10	56.80	69.50	99.30	165.40	289.40

ENV #359864, 359864SS (R)

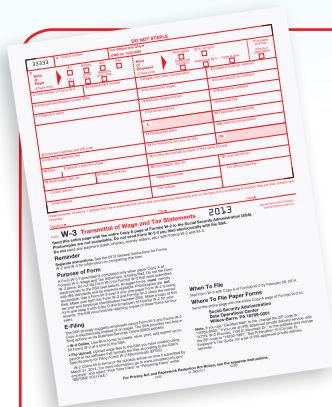


## Laser W-2, Blank Form

Use blank, perforated paper to generate the entire format for any W-2 Form your software supports.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	100	200	300	500	1000	2000	
360804	1	20.10	35.10	46.30	66.30	99.30	165.70	

ENV #359860, 359860SS (R)



## Laser W-3 Transmittal

The W-3 Transmittal of Income Form must accompany W-2 Forms filed with the Social Security Administration.

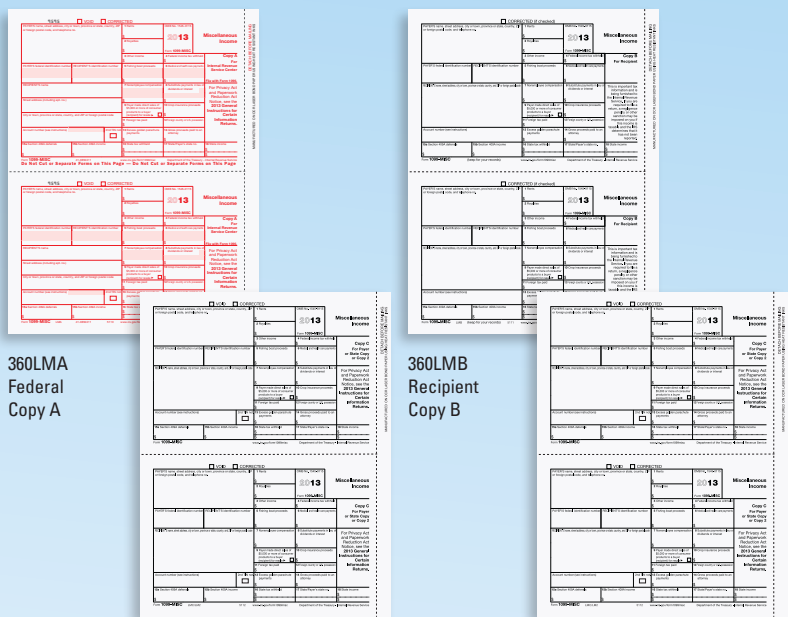
Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360890	1	20.10	35.10	56.80	69.50	99.30	165.40	289.40

(R)

# Laser 1099 & 1096 Forms

## Laser 1099 MISC Income Form

Report miscellaneous income quickly and easily. Laser 1099 MISC are available in 4 or 5-part sets. The sets contain 25 sheets of each form that are required to service 50 employees. Each part can also be purchased in packages of individual forms for 100 employees. Two 360LMC Forms are required for a 5-part form.



360LMA  
Federal  
Copy A

360LMB  
Recipient  
Copy B

360LMC  
Payer/State Copy C

360LM2  
Recipient/State Copy 2

Lot Prices (Order by number of recipients, not number of sheets.)								
Set#	Pts.	50	100	200	300	500	1000	2000
360810	4	48.10	66.80	102.30	136.50	201.10	341.90	580.70
360815	5	58.50	80.20	119.60	157.20	228.80	399.40	720.50

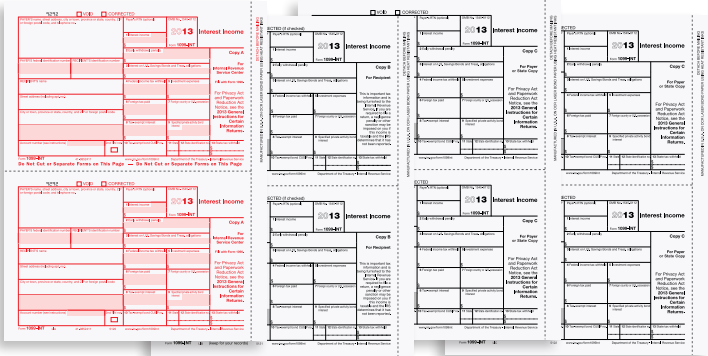
ENV #359875, 359875SS (R)

Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360LMA	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LMB	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LMC	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LM2	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70

ENV #359875, 359875SS (R)

360LIA  
Federal Copy A

360LIC  
Payer/State Copy C



360LIB  
Recipient Copy B

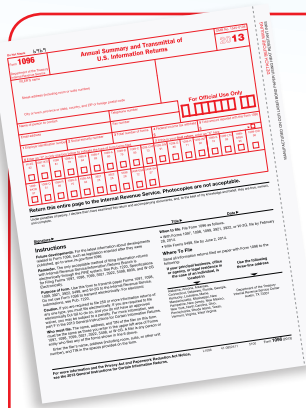
360LIC  
Payer/State Copy C

## Laser 1099 Interest Income Form

When ordering 1099 Laser Forms, order by the number of recipients. All laser sheets are IRS approved and printed on 20# laser bond paper.

Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360800	4	48.10	66.80	102.30	136.50	201.10	341.90	580.70
360LIA	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LIB	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LIC	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70

ENV #359870, 359870SS (R)



## Laser 1096 Transmittal Form

Use the 1096 Transmittal Form to summarize and transmit all 1099 Forms.

Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360880	1	20.10	35.10	56.80	69.50	99.30	165.40	289.40

(R)



## Laser 1099, Blank Form

Use blank, perforated paper to generate the entire format for any 1099 Form your software supports.

Interest Laser Blank Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	75	150	300	600	900	1500	2100
360805	1	13.30	20.10	30.10	53.00	69.60	99.30	125.60

ENV #359870, 359870SS (R)

MISC Laser Blank Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	100	200	300	500	1000	2000	
360807	1	20.10	35.10	46.30	66.30	99.30	165.70	

ENV #359875, 359875SS (R)

Order by number of recipients, not number of sheets.

# Laser 1099 & 1098 Forms

360LRB Recipient  
Federal Copy B

360LRA Federal  
Copy A

360LRC Recipient Records  
Copy C or Recipient State  
Copy 2

360LRD1 Payer Records  
Copy D, State/City Copy 1

## Laser 1099-R Form

Use the 1099-R Form to report distributions from investment and retirement plans. This form comes in 4 or 6-parts.

Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360870	4	48.10	66.80	102.30	136.50	201.10	341.90	580.70
360875	6	68.90	93.50	136.90	178.00	256.50	456.90	860.40
360LRA	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LRB	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LRC	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LR2	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LRD1	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70

ENV #359875, 359875SS (R)

360LDA Federal  
Copy A

360LDB Recipient  
Copy B

360LDC Payer/State  
Copy C

## Laser 1099 Dividend Form

The 1099 DIV Form is sent by investment fund companies to investors. All taxable capital gains and dividends paid to an investor are recorded in this form. Two 360LDC copies are required for a 4-part form.

Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360860	3	37.70	53.30	84.90	115.80	173.40	284.30	440.80
360865	4	48.10	66.80	102.30	136.50	201.10	341.90	580.70
360LDA	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LDB	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70
360LDC	1	n/a	20.10	35.10	46.30	66.30	99.30	165.70

ENV #359875, 359875SS (R)

360L18A Federal  
Copy A

360L18B Payer/State  
Copy B

360L18C Recipient/State  
Copy C

## Laser 1098 Form

The 1098 Form is available in 3 or 4-part and details mortgage-related expenses and interest paid on mortgages. Two 360L18B copies are required for a 4-part form.

Lot Prices (Order by number of recipients, not number of sheets.)								
Item#	Pts.	75	150	300	600	900	1500	2100
360885	3	38.70	57.60	88.90	154.50	205.50	292.70	371.50
360895	4	51.70	76.90	118.50	206.00	274.10	390.30	495.30
360L18A	1	13.30	20.10	30.10	53.00	69.60	99.30	125.60
360L18B	1	13.30	20.10	30.10	53.00	69.60	99.30	125.60
360L18C	1	13.30	20.10	30.10	53.00	69.60	99.30	125.60

ENV #359870, 359870SS (R)

# Continuous W-2 Forms & Mailers

Employer

Employee

## Continuous W-2, One-Wide

The W-2, One-Wide Form is our most popular form because of its construction and versatility. Carbonless copies available in 4 or 6-parts.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
359820	4	48.30	69.60	105.50	129.60	181.40	309.60	560.00
359830	6	58.30	77.90	132.50	169.80	243.50	422.10	762.90

ENV #359860, 359860SS (R)

## Continuous W-2 Twin Sets

Sets consist of employer and employee copies. Carbonless copies available in 3 or 4-parts. Order both A and B when ordering a complete twin set.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
359840A								
Employer 3	30.00	43.80	65.10	81.90	117.70	203.00	365.40	
359840B								
Employee 3	30.00	43.80	65.10	81.90	117.70	203.00	365.40	
359850A								
Employer 4	36.80	51.60	73.30	90.80	129.90	223.10	409.10	
359850B								
Employee 4	36.80	51.60	73.30	90.80	129.90	223.10	409.10	

ENV #359860, 359860SS (R)

## Continuous W-2, Magnetic Media Mailer

Save time and money while complying with IRS magnetic media reporting requirements. The Magnetic Media Mailer is available in 4-parts, plus an envelope for easy mailing.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
359915	4	57.80	95.10	146.70	185.30	266.90	445.50	785.70

(R)

## Continuous W-3 Transmittal

The W-3 Transmittal of Income Form must accompany W-2 Forms filed with the Social Security Administration.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
359890	3	46.50	60.40	87.30	112.10	161.50	282.50	516.20

(R)

**Receive one FREE W-3 Transmittal Form with each W-2 order.**

# Continuous 1099 Forms & Mailers

Form 1099-MISC 2013. Includes fields for Payer's name, Recipient's name, and various income categories like Rents, Royalties, and Other income.

359805

Scanned version of Form 1099-MISC 2013, showing the same layout as the original form with a barcode on the left.

359806

## Continuous 1099 MISC Income Form

The 1099 MISC Form is used to report rents, royalties, payments, prizes, awards, fees, receipts of medical and healthcare payments and substitute payments in lieu of dividends or interest.

Lot Prices (Order by number of recipients, not number of sheets.)							
Item#	Pts.	50	100	200	300	500	2000
359810	4	48.30	69.60	105.50	129.60	181.40	560.00
359815	5	53.30	73.70	119.00	149.90	212.40	661.60

ENV #359875, 359875SS (R)

## Continuous 1099 MISC Self Mailer

The 1099 MISC Self Mailer Form is available in a 2-part Magnetic Media Mailer and a 4-part scanned mailer. Both include an envelope for easy mailing.

Lot Prices (Order by number of recipients, not number of sheets.)							
Item#	Pts.	50	100	200	300	500	2000
359805	2	48.60	77.40	116.20	151.50	218.60	653.80
359806	4	63.80	100.20	152.60	203.80	297.90	892.20

(R)

Form 1096 2013 Annual Summary and Transmittal of U.S. Information Returns. Includes fields for filer's name, address, and a grid for reporting the number of returns by type.

## Continuous 1096 Transmittal Form

Use the 1096 Transmittal Form to summarize and transmit all 1099 Forms.

Lot Prices (Order by number of recipients, not number of sheets.)							
Item#	Pts.	50	100	200	300	500	2000
359880	3	46.50	60.40	87.30	112.10	161.50	516.20

(R)

Form 1099-INT 2013 Interest Income. Includes fields for Payer's name, Recipient's name, and interest payment details.

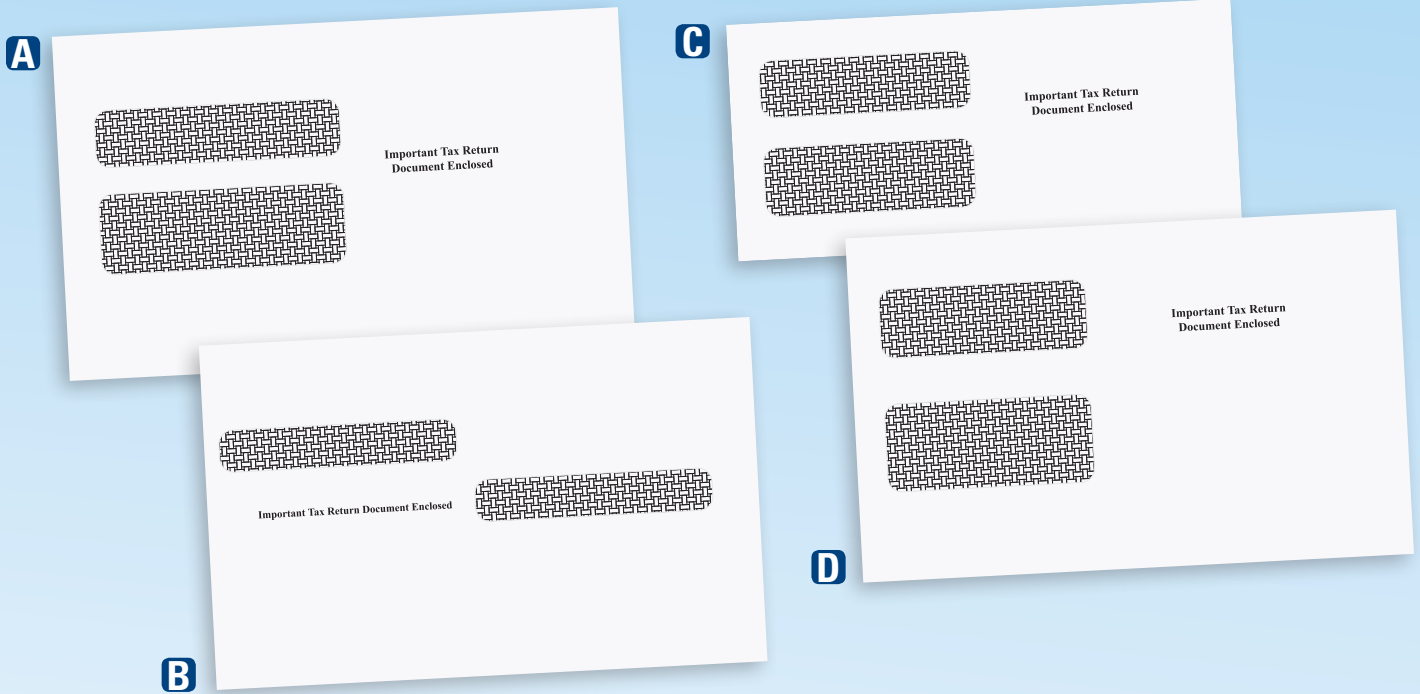
## Continuous 1099 Interest Income Form

Report interest payments easily. 1099 Interest Income Forms are available in 4-parts.

Lot Prices (Order by number of recipients, not number of sheets.)							
Item#	Pts.	50	100	200	300	500	2000
359800	4	41.30	53.70	78.50	100.00	145.80	483.50

ENV #359870, 359870SS (R)

# W-2 & 1099 Envelopes



**A W-2 Laser/Continuous**  
**359860** - Gummed  
**359860SS** - Self Seal  
 5 $\frac{5}{8}$ " x 9 $\frac{1}{4}$ "  
 Top Window 4" x 1 $\frac{5}{16}$ "  
 Bottom Window 4" x 1 $\frac{5}{16}$ "

**B W-2 Laser 4UP**  
**359864** - Gummed  
**359864SS** - Self Seal  
 5 $\frac{5}{8}$ " x 9"  
 Top Window 3 $\frac{3}{8}$ " x 1 $\frac{1}{16}$ "  
 Bottom Window 3 $\frac{3}{8}$ " x 1 $\frac{1}{16}$ "

**C 1099 Interest**  
**359870** - Gummed  
**359870SS** - Self Seal  
 3 $\frac{3}{8}$ " x 8 $\frac{3}{8}$ "  
 Top Window 3 $\frac{3}{8}$ " x 7 $\frac{1}{8}$ "  
 Bottom Window 3 $\frac{3}{8}$ " x 1 $\frac{1}{16}$ "

**D 1099 MISC**  
**359875** - Gummed  
**359875SS** - Self Seal  
 5 $\frac{5}{8}$ " x 9"  
 Top Window 3 $\frac{3}{8}$ " x 1 $\frac{1}{8}$ "  
 Bottom Window 3 $\frac{3}{8}$ " x 1 $\frac{1}{16}$ "

A B W-2 Envelopes		Lot Prices					
Item#	50	100	200	300	500	1000	2000
359860	38.30	47.00	67.10	81.40	109.70	176.40	309.60
359864	38.30	47.00	67.10	81.40	109.70	176.40	309.60
359860SS	47.90	58.90	83.90	105.90	142.70	229.30	402.60
359864SS	47.90	58.90	83.90	105.90	142.70	229.30	402.60

(R)

C D 1099 Envelopes		Lot Prices					
Item#	50	100	200	300	500	1000	2000
359870	29.00	40.20	52.80	64.40	86.40	140.80	248.40
359875	38.30	47.00	67.10	81.40	109.70	176.40	309.60
359870SS	39.20	52.50	68.70	83.70	116.80	190.10	335.40
359875SS	47.90	58.90	83.90	105.90	142.70	229.30	402.60

(R)

## State W-2 Requirements

### States Requiring 6-parts

AL\*, AR, AZ, CA, CO, CT, DC, DE\*, GA, HI, IA, ID, IL, IN, KS, KY\*, LA, MA, MD, ME, MI\*, MN, MO\*, MS, MT, NC, ND, NE, NJ, NM, NY\*, OH\*, OK, OR, PA\*, RI, SC, UT, VA, VT, WV, WI

\*Certain cities in Alabama, Delaware, Kentucky, Michigan, Missouri, New York, Ohio and Pennsylvania require an 8-part all purpose W-2 Form.

### States Requiring 4-Parts

AK, FL, NV, NH, SD, TN, TX, WA, WY

Add extra parts for any city withholding tax.

### W-2 Parts Allocation

	4-part	6-part	8-part
Copy A - Employer federal copy	•	•	•
Copy 1 - Employer state copy		•	•
Copy 1 - Employer city or local copy			•
Copy D - Employer record copy	•	•	•
Copy B - Employee federal copy	•	•	•
Copy 2 - Employee state copy		•	•
Copy 2 - Employee city or local copy			•
Copy C - Employee record city	•	•	•

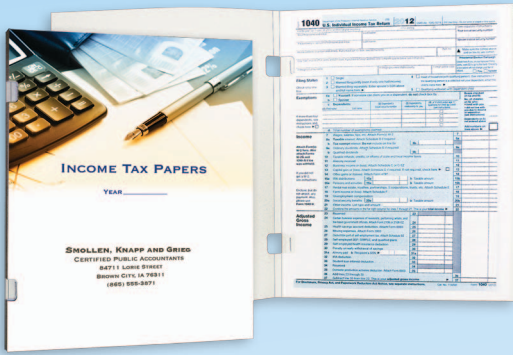
**Unconditional Guarantee**

*Your satisfaction is guaranteed. We're proud of the work we do. If we don't do it right, we'll make it right.*

Please inspect your tax forms immediately and make certain they are compatible with your printer and software. Any W-2 or 1099 returns must be completed by December 31, 2013. Prices, conditions and specifications are subject to change without notice. Printed June 2013. Not all formats were available at time of printing, when actual forms are shipped they will be the new and approved versions.

Orders are shipped within 48 hours.

# Tax Document Folders



## Tax Return Cover D-09-03-700

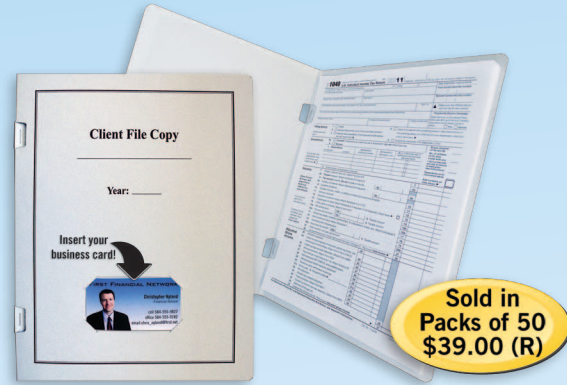
Size 8 $\frac{3}{8}$ " x 11 $\frac{1}{4}$ " closed. Scored cover with tabs at left edge to staple pages to. Digitally prints in four color process on 80# smooth white uncoated stock. Stock design on front cover.

Imprint area: Add your full color logo and imprint information to the bottom of the front cover. Submit full color (CMYK) art, sized to fit the imprint area (6" x 4"). Send .eps or .pdf with all type converted to outlines. No .jpg, .gif or web images. Download design template from website.

Production time: 5 working days

Item#	Lot Prices							
	50	100	150	200	250	500	750	1000
D-09-03-700	187.00	230.00	280.00	328.00	363.00	478.00	582.00	672.00

(R)



**Sold in  
Packs of 50  
\$39.00 (R)**

## Quick Ship Tax Cover

Size 9" x 11 $\frac{3}{4}$ " closed. Scored cover with tabs at left edge to staple pages to. Four corner horizontal business card slits at bottom of front cover. Stock "Client File Copy" design prints in black ink on 80# gray fiber stock. Individual preparer attaches their business card to the front cover.

Production time: Ships in 48 hours.

Item#	Sold in packs of 50				
	1Pk	2Pk	3Pk	4Pk	5Pk
Quick Ship Tax Cover	39.00	78.00	117.00	156.00	195.00

(R)



## Tax Cover with Foil Imprint 75-09

Size 8 $\frac{3}{4}$ " x 11 $\frac{1}{4}$ " two-piece tax cover with a 2" x 4" window in front cover. Your choice of one foil color on one linen stock color as shown. Other colors available.

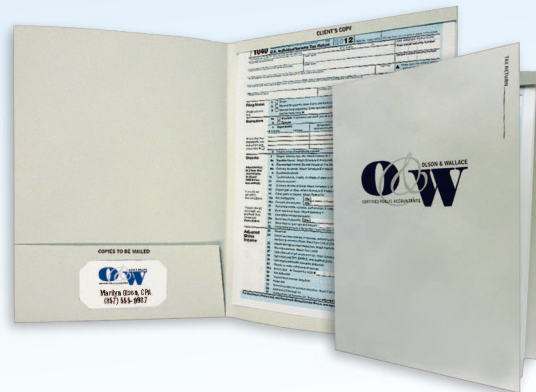
Imprint area: One 36 square inch area at bottom of front cover. Submit one color art, sized to fit the imprint area. Send vector .eps art with all type converted to outlines. No .jpg, .gif or web images. Avoid screen copy with tight intricate detail. Typesetting services available.

Production time: 7 working days

100# Linen	Standard Metallic Foil Colors					
	Dark Blue	Pine Green	Burgundy	Black	Mahogany	

Item#	Lot Prices							
	250	500	1000	1500	2000	2500	3000	5000
75-09	313.00	410.00	562.00	678.00	905.00	1085.00	1250.00	1838.00

(R)



## Tax Return Folder 08-84

Size 8 $\frac{3}{4}$ " x 11 $\frac{3}{4}$ " closed with one 3 $\frac{1}{4}$ " pocket. Fold over tab at top and a  $\frac{3}{8}$ " capacity backbone. Free card slot and window options available upon request. Your choice of any one PMS color on one standard stock as shown. Other stocks and imprint options available.

Imprint Area: Add your imprint to front and back cover plus pocket. Download design template from website. No heavy coverage.

Production time: 7 working days

80# Fiber	Standard Colors				
	White	Natural	Gray	Ice Blue	Thyme

Item#	Lot Prices							
	250	500	1000	1500	2000	2500	3000	5000
08-84	394.00	460.00	650.00	845.00	1052.00	1269.00	1471.00	2235.00

(R)

More folders available online at [www.foldersolutions.com](http://www.foldersolutions.com)