1096

Annual Summary and Transmittal of
U.S. Information Returns

Ourtown Christian Church

101 Main St

Ourtown, TX 77777

Linda Treasurer 888 555-6666

77-7777777	2	0.00	1,550.00

X

Please return this entire page to the Internal Revenue Service. Photocopies are not acceptable.

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 ▸ Linda Treasurer Title ▸ Treasurer Date ▸ 1/31/02

Instructions

Purpose of form. Use this form to transmit paper Forms 1099, 1098, 5498, and W-2G to the Internal Revenue Service. **Do not use Form 1096 to transmit magnetic media.** See **Form 4804,** Transmittal of Information Returns Reported Magnetically/Electronically.

Who must file. 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 1099, 1098, 5498, or W-2G. A filer includes a payer, broker, lender of a mortgage, middleman, person who acquires an interest in secured property, creditor, mortgagor, borrower, or debtor who is required to file a return under section 6050H, 6050I, 6050J, or 6050P. Generally, a trustee who receives a Form 1098-MA (Mortgage Assistance Payments) reporting mortgage assistance payments made by a trustee's deed upon sale of a 1-4 family dwelling unit to a mortgagor who is in default on a mortgage is not required to file Form 1098-MA. Also, a person who acquires an interest in secured property, a creditor, or a mortgagor who receives Form 1098-MA does not have to file Form 1098-MA if they know that the property has been abandoned.

Preaddressed Forms 1096. If you received a preaddressed Form 1096 from the IRS, check the name, address, and TIN carefully. If they are not correct, make corrections on the form. If you received a preaddressed Form 1096 and you are not required to file any information returns for the year, write "VOID" across the face of the form and return it to the Internal Revenue Service. If you received a preaddressed Form 1096 and you are no longer in business, write "DISCONTINUED" across the face of the form and return it to the Internal Revenue Service. If you received a preaddressed Form 1096 and you have changed your name or address, make corrections on the form.

Note. *You may be assessed a penalty for late filing of information returns unless you can show reasonable cause. See the 2001 General Instructions for Certain Information Returns.*

If you are using a paper form to file information returns for different types of payments (for example, Forms 1099-INT and 1099-DIV), enter the total number of forms and the total amount reported for all forms. Enter the payer's name, address, and TIN on the Forms 1099, 1098, 5498, or W-2G.

When to file. File Form 1096 with Forms 1099, 1098, or W-2G by February 28, 2002. File Form 1096 with Forms 5498 by May 31, 2002.

Where To File

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

If your principal business, office or agency, or legal residence in the case of an individual, is located in	Use the following Internal Revenue Service Center address
Alabama, Arizona, Florida, Georgia, Louisiana, Mississippi, New Mexico, Texas	Austin, TX 73301
Alaska, Connecticut, Kentucky, Maine, Massachusetts, New Hampshire, New York, Ohio, Rhode Island, Vermont, West Virginia	Cincinnati, OH 45999
Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Oklahoma, South Dakota, Wisconsin	Kansas City, MO 64999