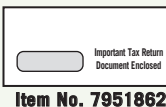


# Part Sequence & Afterhandling Guides

## Continuous 1099s, 1098, 5498

### Matching Envelopes

For all continuous forms on this page except where noted otherwise.\*



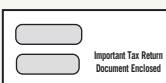
**Single Window**  
Available imprinted with your company name and address.

**Item No. 7951862**



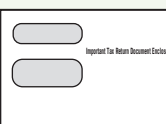
**Double Window**  
Windows display both payer and recipient name and address.

**Item No. 7950862**



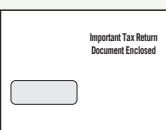
**Double Window Self Seal**

**Item No. 7545ES**



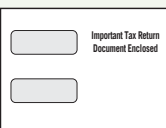
**Double Window For 9933862 Only**

**Item No. 1098CENV**



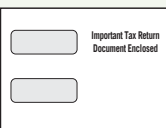
**\*Single Window**  
1099 DIV

**Item No. 7957E**



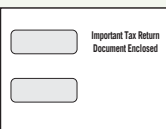
**\*Double Window**  
1099 DIV

**Item No. 7956E**



**\*Double Window Self Seal for**  
1099 DIV

**Item No. 7535ES**



**\*\*Double Window**  
1099B & 5498

**Item No. B5498ENV**

Item No.	Page No.	Description	Part Sequence	Afterhandling Guide	
<b>Electronic Reporting – 1 Part</b>					
<b>9981M</b>	33	1099 G	Ply 1 COPY B	Burst every 3½" and remove stubs. Copy B printed on 20 lb. bond paper, ideal for automatic envelope insertion. NOTE: on 5498, burst every 5½".	
<b>9982M*</b>	33	1099 DIV			
<b>MW170</b>	30	1098, undated			
<b>3 Part</b>					
<b>5498862**</b>	31	5498, carbonless	Ply 1 COPY A	Decollate Copy A. Burst every 11" and remove stubs. Burst Copy B and C every 3½" and remove stubs. NOTE: on 5498862, burst every 5½".	
<b>9903862</b>	40	1099 SA, carbonless	Ply 2 COPY B		
<b>9913862</b>	34	1099 INT, carbonless	Ply 3 COPY C		
<b>9915862*</b>	33	1099 DIV, carbonless			
<b>9954862</b>	40	5498 SA, carbonless			
<b>9958862</b>	39	1099 Q, carbonless			
<b>9965862</b>	30	1098 T, carbonless			
<b>9976862</b>	38	1099 S, carbonless			
<b>9977862</b>	30	1098, carbonless			
<b>9987862</b>	40	5498 ESA, carbonless			
<b>9992862</b>	39	1099 CAP, carbonless			
<b>4 Part</b>					
<b>9910862</b>	34	1099 INT, carbonless	Ply 1 COPY A		Decollate Copy A. Burst every 11" and remove stubs. Burst State Copy, Copy B and C every 3½" and remove stubs.
<b>9911862*</b>	33	1099 DIV, carbonless	Ply 2 STATE COPY		
<b>9920862</b>	36	1099 OID, carbonless	Ply 3 COPY B		
<b>9924862</b>	36	1099 PATR, carbonless	Ply 4 COPY C		
<b>9925C</b>	31	1099 A, carbonless			
<b>9927C</b>	38	1099 S, carbonless			
<b>9930862</b>	39	1099 LTC, carbonless			
<b>9933862</b>	38	1098 C, carbonless			
<b>9938862</b>	38	1098 E, carbonless			
<b>9948862</b>	30	1098 T, carbonless			
<b>9980**</b>	32	1099 B, carbonless			
<b>9981</b>	33	1099 G, carbonless			
<b>9985C</b>	32	1099 C, carbonless			
<b>9998C</b>	30	1098, carbonless			
<b>9933862 ONLY</b>					
			Ply 1 COPY A		
			Ply 2 COPY B		
			Ply 3 COPY C		
			Ply 4 COPY D		

## 1099s, 1098, 5498 Mailers

Item No.	Page No.	Description	Part Sequence	Afterhandling Guide	
<b>2-Part Peel-A-Part</b>					
<b>5498P</b>	31	1-Wide, 5498	Ply 1 STATE COPY OR COPY C	Decollate Ply 1. Burst every 3½" and remove stubs. Burst mailer envelope every 3½" and remove stubs. Ready to mail. NOTE: on 5498P and MW157, burst every 5½".	
<b>8214P</b>	34	1-Wide, 1099 INT	Ply 2 FACE OF ENVELOPE		
<b>8215P</b>	33	1-Wide, 1099 DIV	Ply 3 COPY B		
<b>8219P</b>	36	1-Wide, 1099 PATR	BACK OF ENVELOPE		
<b>8248P</b>	30	1-Wide, 1098 T			
<b>8285P</b>	32	1-Wide, 1099 C			
<b>8298P</b>	30	1-Wide, 1098			
<b>MW161</b>	33	1-Wide, 1099 G			
<b>MW176</b>	34	1-Wide, 1099 INT, Multiple Account			
NOTE: Hot spot behind Ply 1 on Peel-A-Part Mailers.					
<b>4-Part</b>					
<b>8714871</b>	34	1-Wide, 1099 INT	Ply 1 COPY A		Decollate Plies 1, 2, and 3. Remove pattern carbon tissue. Burst Copy A every 11" and remove stubs. Burst State Copy and Copy C every 3½" and remove stubs. Burst mailer envelope every 3½" and remove stubs. Ready to mail.
<b>8727M</b>	38	1-Wide, 1099 S	Ply 2 STATE COPY		
			Ply 3 COPY C		
			Ply 4 FACE OF ENVELOPE		
			Ply 5 COPY B		
			Ply 6 BACK OF ENVELOPE		

NOTE: On 2 Part Mailers, Ply 1 can be used as the State Copy or Payer's Copy.