1099 INFORMATION – NATIONAL FINANCIAL SERVICES

INFORMATION FOR FINANCIAL PROFESSIONALS AND CLIENTS

Instructions for Finding 1099 Information

Wealthscape Investor > Accounts > Details (hyperlink within the tile for each account) > Documents > Tax Forms

From a specific account in Wealthscape, navigate to Documents > Tax Forms

- Retail 1099 – Missing non-covered cost basis
  - » This is only available on the client's December statement
- National Financial Services Informational 1099s
  - » Posted every two weeks during tax time beginning mid-February
  - » To order, financial professional will open a Case under the New Accounts Topic or contact the Service Experience Team
  - » Based on Pop Dates and will be posted when the 2023 dates are available
  - » Available daily when requested prior to 4:00 p.m. CT of the prior day during the first two weeks of April and October
  - » Additional information
    - – Available only for corporate accounts (S or C) and foreign accounts
    - – Excludes IRA and qualified plans
    - – This information cannot be mailed, only available electronically
    - – These are provided for informational purposes only and are not furnished to the IRS

Duplicates and Corrected 1099s

Follow the same mailing cycle, but duplicate requests can only be generated during the tax mailing cycle once the cycle ends for the tax year. As of December 1 of the following year, these cannot be created because the books have been closed out to proceed with the upcoming tax year.

Any requests for duplicate forms entered before the beginning of the mailing dates are held until the next mailing date to allow for additional changes, if any. National Financial Services uses different cycles for different form types to balance between sending out the correction quickly and minimizing the need for multiple corrected tax forms.

- Clients are encouraged to utilize electronic delivery of tax documents to avoid mail delays and easy access, if a copy is required
    - » Opting in for e-delivery in advance of the form activation date is the best practice to establish for all clients
- Regardless of tax form delivery preference, clients can access documents online via Wealthscape Investor

CAMBRIDGE

For questions, please contact your financial professional.

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