

# TAX FORMS

OFFICIAL 2023 TAX DOCUMENTS & FOLDERS



# 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	53.57	74.40	113.96	152.05	224.01	380.86	646.86
360830	6	76.74	104.15	152.50	198.28	285.73	508.96	958.43
360850	8	100.47	144.26	203.74	258.54	376.51	662.25	1219.22

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	22.39	39.09	51.58	73.85	110.61	184.58	
360W2B	1 Copy B	22.39	39.09	51.58	73.85	110.61	184.58	
360W2C	1 Copy C	22.39	39.09	51.58	73.85	110.61	184.58	
360W2D1	1 Copy D/1	22.39	39.09	51.58	73.85	110.61	184.58	
360W22	1 Copy 2	22.39	39.09	51.58	73.85	110.61	184.58	

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	22.39	39.09	63.26	77.42	110.61	184.24	322.37
3604UPBL	1	22.39	39.09	63.26	77.42	110.61	184.24	322.37

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	22.39	39.09	51.58	73.85	110.61	184.58	

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	22.39	39.09	63.26	77.42	110.61	184.24	322.37

(R)



# Laser 1099 & 1096 Forms

## Laser 1099 MISC Income Form

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

Lot Prices (Order by number of recipients, not number of sheets.)								
Set#	Pts.	50	100	200	300	500	1000	2000
360810	4	53.57	74.40	113.96	152.05	224.01	380.86	646.86
360815	5	65.16	89.33	133.12	175.11	254.86	444.91	802.60
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	22.39	39.09	51.58	73.85	110.61	184.58
360LMB	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LMC	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LM2	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
ENV #359875, 359875SS (R)								

360LMA  
Federal  
Copy A

360LMB  
Recipient  
Copy B

360LMC  
Payer/State Copy C

360LM2  
Recipient/State Copy 2

## 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	53.57	74.40	113.96	152.05	224.01	380.86	646.86
360LIA	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LIB	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LIC	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
ENV #359875, 359875SS (R)								

360LIA  
Federal Copy A

360LIC  
Payer/State Copy C

360LIB  
Recipient Copy B

Item #360805

Item #360807

## 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	14.82	22.39	33.53	59.03	77.64	110.40	135.84
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	22.39	39.09	51.58	73.85	110.61	184.58
ENV #359875, 359875SS (R)							

## Laser 1096 Transmittal Form

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

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
360880	1	22.39	39.09	63.26	77.42	110.61	184.24	322.37
(R)								

Order by number of recipients, not number of sheets.

## ***Laser 1095-B Health Coverage***

Item#	Pts.	Lot Prices (Order by number of employees, not number of sheets.)						
		50	100	200	300	500	1000	2000
3601095B	1	22.39	39.09	63.26	77.42	110.61	184.24	322.37

(R)

### ***Laser 1094-B Transmittal***

Item#	Pts.	Lot Prices (Order by number of employees, not number of sheets.)						
		50	100	200	300	500	1000	2000
3601094B	1	22.39	39.09	63.26	77.42	110.61	184.24	322.37

(R)

## ACA Envelopes

**359875 - Gummed**

**359875SS - Self Seal**

5<sup>5</sup>/<sub>8</sub>" x 9"

Top Window 3 $\frac{3}{8}$ " x 1 $\frac{1}{8}$ "

Bottom Window  $3\frac{3}{8}" \times 1\frac{7}{16}"$

ACA Envelopes		Lot Prices					
Item#	50	100	200	300	500	1000	2000
359875	42.66	52.35	74.74	90.67	122.19	196.50	344.87
359875SS	53.36	65.61	117.96	117.97	158.95	255.42	448.48

Only these envelopes are compatible with the ACA forms shown here.

(B)

**1095-C** Employer-Provided Health Insurance Offer and Coverage  
OMB No. 1545-0045  
2023

Go to [www.irs.gov/Form1095C](https://www.irs.gov/Form1095C) for instructions and the latest information.

**Part I Employee**

1 Name of employee (last, first, middle initial, last name)  
2 Social security number (SSN)  
3 Street address (including room or suite no.)  
4 City or town  
5 State or province  
6 Country and ZIP or foreign postal code  
7 Plan start month (enter 2-digit number)  
8 Contact telephone number

**Part II Employee Offer of Coverage**

9 Employee's age on January 1

Employee's age on January 1	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
12 Offer of coverage (enter "yes" or "no")												
13 Employee contribution (enter "yes" or "no")												
14 Employee contribution (enter "yes" or "no")												
15 Employee contribution (enter "yes" or "no")												
16 Employee contribution (enter "yes" or "no")												
17 Employee contribution (enter "yes" or "no")												
18 Employee contribution (enter "yes" or "no")												
19 Employee contribution (enter "yes" or "no")												
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24 Employee contribution (enter "yes" or "no")												
25 Employee contribution (enter "yes" or "no")												
26 Employee contribution (enter "yes" or "no")												
27 Employee contribution (enter "yes" or "no")												
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98 Employee contribution (enter "yes" or "no")												
99 Employee contribution (enter "yes" or "no")												
100 Employee contribution (enter "yes" or "no")												

Form 1095-C (2023)

## Laser 1095-C Employer-Provided Health Insurance Offer and Coverage

For employers with 50 or more full-time employees.  
This is for self-insured or fully-insured.  
8½" x 11". Black ink. Laser printer compatible. 50 pack.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
3601095C	1	22.39	39.09	63.26	77.42	110.61	184.24	322.37

(R)

**1094-C** Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns  
OMB No. 1545-0045  
2023

Go to [www.irs.gov/Form1094C](https://www.irs.gov/Form1094C) for instructions and the latest information.

**Part I Applicable Large Employer Member (ALE Member)**

1 Name of ALE Member (Employer)  
2 Employee identification number (EIN)  
3 Street address (including room or suite no.)  
4 City or town  
5 State or province  
6 Country and ZIP or foreign postal code  
7 Name of person to contact  
8 Contact telephone number  
9 Employee identification number (EIN)  
10 Street address (including room or suite no.)  
11 State or province  
12 Country and ZIP or foreign postal code  
13 City or town  
14 Name of person to contact  
15 Reserved

16 Total number of Forms 1095-C submitted with this transmittal

17 In this transmittal, is this the authoritative transmittal for this ALE Member? If "Yes," check the box and continue. If "No," see instructions.

**Part II ALE Member Information**

18 Total number of Forms 1095-C filed by and/or on behalf of ALE Member

19 Is ALE Member a member of an Aggregated ALE Group? If "No," do not complete Part III.

20 Certifications of Eligibility (check all that apply):  
A. Qualifying Offer Method  
B. Reserved  
C. Reserved  
D. 98% Offer Method

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 \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_  
Form 1094-C (2023)

## Laser 1094-C Transmittal

Transmittal of employer-provided health insurance offer and coverage information returns form.  
11" x 8½". Black ink. Laser printer compatible. 25 pack.

Lot Prices (Order by number of employees, not number of sheets.)								
Item#	Pts.	50	100	200	300	500	1000	2000
3601094C	1	22.39	39.09	63.26	77.42	110.61	184.24	322.37

(R)

### ACA Envelopes

359875 - Gummed

359875SS - Self Seal

5½" x 9"

Top Window 3½" x 1½"

Bottom Window 3½" x 1½"

### ACA Envelopes

Lot Prices							
Item#	50	100	200	300	500	1000	2000
359875	42.66	52.35	74.74	90.67	122.19	196.50	344.87
359875SS	53.36	65.61	117.96	117.97	158.95	255.42	448.48

Only these envelopes are compatible with the ACA forms shown here.

(R)

7777-1  
DWMR

IMPORTANT TAX RETURN DOCUMENT ENCLOSED



# 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	53.57	74.40	113.96	152.05	224.01	380.86	646.86
360875	6	76.74	104.15	152.50	198.28	285.73	508.96	958.43
360LRA	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LRB	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LRC	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LR2	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LRD1	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58

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	41.99	59.37	94.57	128.98	193.15	316.69	491.02
360865	4	53.57	74.40	113.96	152.05	224.01	380.86	646.86
360LDA	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LDB	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58
360LDC	1	N/A	22.39	39.09	51.58	73.85	110.61	184.58

ENV #359875, 359875SS

(R)

360L18A Federal  
Copy A

360L18B Payer/State  
Copy B

360L18C Recipient/State  
Copy C

## Laser 1098 Form Reprogrammed

The 1098 Form is available in 3 or 4 parts 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.	50	100	200	300	500	1000	2000
360885	3	43.10	64.16	99.03	172.11	228.92	326.05	413.83
360895	4	57.58	85.66	132.01	229.47	305.32	434.77	551.73
360L18A	1	14.82	22.39	33.53	59.03	77.64	110.40	135.84
360L18B	1	14.82	22.39	33.53	59.03	77.64	110.40	135.84
360L18C	1	14.82	22.39	33.53	59.03	77.64	110.40	135.84

ENV #359875, 359875SS

(R)

# W-2 & 1099 Envelopes

## Continuous W-2, One-Wide Form

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	53.80	77.53	117.53	144.36	202.06	344.87	623.81
359830	6	64.94	86.77	147.60	189.14	271.25	470.19	849.83

ENV #359860, 359860SS

(R)

W-2 Envelopes		Lot Prices						
Item#		50	100	200	300	500	1000	2000
359860		42.66	52.35	74.74	90.67	122.19	196.50	344.87
359864		42.66	52.35	74.74	90.67	122.19	196.50	344.87
359860SS		53.36	65.61	117.96	117.97	158.95	255.42	448.48
359864SS		53.36	65.61	117.96	117.97	158.95	255.42	448.48

(R)

1099 Envelopes		Lot Prices						
Item#		50	100	200	300	500	1000	2000
359870		32.30	44.78	58.81	71.73	96.23	156.84	276.70
359875		42.66	52.35	74.74	90.67	122.19	196.50	344.87
359870SS		43.67	58.49	76.52	93.23	130.10	211.75	373.61
359875SS		53.36	65.61	117.96	117.97	158.95	255.42	448.48

(R)

**A W-2 Laser/Continuous**  
**359860** - Gummed  
**359860SS** - Self Seal  
 5 7/8" x 9 1/4"  
 Top Window 4" x 1 1/16"  
 Bottom Window 4" x 1 1/16"

**B W-2 Laser, 4-UP**  
**359864** - Gummed  
**359864SS** - Self Seal  
 5 7/8" x 9"  
 Top Window 3 7/8" x 1 1/16"  
 Bottom Window 3 7/8" x 1 1/16"

**C 1098 Laser**  
**359870** - Gummed  
**359870SS** - Self Seal  
 3 7/8" x 8 3/8"  
 Top Window 3 3/8" x 7/8"  
 Bottom Window 3 3/8" x 1 1/16"

**D 1099 Interest & MISC for Laser/Continuous**  
**359875** - Gummed  
**359875SS** - Self Seal  
 5 7/8" x 9"  
 Top Window 3 3/8" x 1 1/8"  
 Bottom Window 3 3/8" x 1 1/16"

## 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, WI, WV

\*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	•	•	•



**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, 2023**. Prices, conditions and specifications are subject to change without notice. Not all formats were available at time of printing. The new and approved versions of forms will be shipped.

# Tax Document Folders



## Conformer® Capacity Tax Folder 08-65-CON with Foil Imprint

Size 9½" x 12" closed with two 4" pockets. Each pocket holds up to 90 sheets and lays flat. Free card slot and window options available upon request. Your choice of one foil color on one stock color as shown below. Other colors and imprint options available. A trademark statement will automatically be added to the back of this product.

**Production Time: 7 working days**

Item#	Per Piece						
	250	500	1000	1500	2000	2500	3000
08-65-CON	4.576	2.889	2.057	1.831	1.701	1.623	1.576

(R)



## Conformer® Capacity Tax Folder 08-36-CON with Foil Imprint

Size 9½" x 12" closed with one 4" left pocket. Fold-down tab at top of back cover accommodates one or two-piece metal fasteners. Each side holds up to 90 sheets and lays flat. Free card slot and window options available upon request. Your choice of one foil color on one stock color as shown below. Other colors and imprint options available. A trademark statement will automatically be added to the back of this product.

**Production Time: 7 working days**

Item#	Per Piece						
	250	500	1000	1500	2000	2500	3000
08-36-CON	5.230	3.509	2.500	2.173	2.039	1.959	1.904

(R)



## Tax Cover with Foil Imprint 75-09

Size 8¾" x 11¼" two-piece tax cover with a 2" x 4" window in the front cover. Ideal for use with binding machines. Window can be removed upon request. Your choice of one foil color on one stock color as shown below. Other colors and imprint options available.

**Production Time: 5 working days**

Item#	Per Piece						
	250	500	1000	1500	2000	2500	3000
75-09	2.712	1.744	1.331	1.207	1.142	1.098	1.069

(R)



## Capacity Tax Cover 75-36 with Foil Imprint

Size 9" x 11¼" two-piece tax cover with 1" fold-down tab at top. Holes in tab accommodate one or two-piece metal fasteners. Holds up to 1" or 250 sheets. Free card slot and window options available upon request. Your choice of one foil color on one stock color as shown below. Other colors and imprint options available.

**Production Time: 5 working days**

Item#	Per Piece						
	250	500	1000	1500	2000	2500	3000
75-36	3.287	2.135	1.722	1.447	1.365	1.316	1.287

(R)

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

100# Linen



80# Felt



Standard Metallic Foil Colors

