

2023 1099 Reporting Key Information

Key dates

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| TBD* | Last day to make changes in NCAS (1099 Invoice Data) |
| Late September 2023* | NCAS invoices to be reviewed and corrected |
| October 2, 2023 | NCFS Go Live |
| December 31, 2023 | 2023 Calendar Year reporting ends |
| Mid-January 2024* | Last day to make changes to 1099 data (NCFS only) |
| Mid-January 2024 | 1099 forms available for printing |
| January 31, 2024 | 1099 file due to IRS |

Exact dates related to final NCAS processing and final changes in NCFS will be communicated at a later time

NCAS Reports Available

1099-1 AP 1099 Reports

- Sub-report: AP-TN002 - 1099 Detail by Pay Entity
- Sub-report: AP-TN003 - 1099 Detail by Agency Tax ID Number
- Sub-report: AP-TN004 - Vendors that did not meet the 1099 thresholds
- Sub-report: AP-TN005 - 1099 Errors (Vendor errors, tax id errors)
- Sub-report: AP-TN05A - 1099 Errors with Vendor addresses
- Sub-report: AP-TN05B - List of all invoices flagged with 1099 code

1099 Compare List

- Sub-report: ALLINV - Flagged/Not Flagged invoices to verify and compare
- Sub-report: CURINV - Same information as ALLINV but only for current month
- Sub-report: NOTALL - Only shows invoices not flagged with 1099 codes

1099 Compare List Excel

- ALLINV report in an Excel friendly format