

Prepare Your 1099 Tax Forms with Rentec Direct

1099 TAX SEASON PREP

Verify accurate contact information in your Rentec Direct account for yourself, vendors, and owners.

Check:

- Your Tax ID or EIN
- Your contact information
- Owner Tax ID and contact information
- Vendor Tax ID and contact information

Check for duplicates:

- Delete duplicate vendors and assign transactions to the appropriate vendor

Reactivate archived properties:

- Properties must be active for transaction to be included in 1099s

Complete tenant move-outs

Tenant security deposits:

- Confirm tenant security deposits are reconciled and up to date

Maintenance expenses:

- Record all pending maintenance expenses

Review transactions:

- Verify that all transactions are categorized
- Verify that all transactions are assigned to a property
- Post any pending transactions

Review Rentec Direct 1099 Tax Assistant Report

Create an account with Nelco or sign in to update your password

eFile your 1099s in your software with Rentec Direct & Nelco Solutions

 **RENTEC DIRECT**



PREP BEFORE THE JAN 31ST DEADLINE

Rentec Direct recommends you complete the following now to ensure you are ready to eFile your 1099 tax forms.