

How to Order Year-End Forms

You can use the information below to help you order your year-end forms from Sage.

- List of all year-end forms

Peachtree Accounting Simple Payroll and Select Payroll include the "Print-n-Sign Tax Forms" functionality for payroll tax forms. This new feature eliminates the need for most pre-printed forms allowing you to print on plain paper; however, there are certain forms that require preprinted or preformatted forms. Use the guide below to determine which forms you can print to plain paper and which forms you may need to purchase:

Form Name	Type of Paper
Federal, State, Employer W-2/W-3s Forms	Regular paper
Employee W-2/W-3s Forms	Laser W-2 4-Up - Plain Perforated Paper with Filing Instructions on Back (LW-2BLANK4) Available for purchase at www.peachtree.com
State Forms	Regular paper
941, 941B, 943, 945 Federal Forms	Regular paper
940 Federal Forms	Regular paper
1099/1096 Vendor Forms	Preprinted Form Available for purchase at www.peachtree.com

- List of year-end forms available for purchase

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