

**MAGNETIC MEDIA REPORTING**  
**OF**  
**FORM #1099 INFORMATION**

**Requirements:** Employers with 50 or more Form #1099's must file those forms on magnetic media or CD. The record format is the same as transmitted to the Internal Revenue Service. Employers filing fewer than 50 Form #1099 are also encouraged to file those forms via magnetic media.

*There is no transmittal form for filing these forms.*

**Where to File:** Philadelphia Department of Revenue  
Forms Processing Unit  
Municipal Services Building  
Public Service Concourse  
1401 John F. Kennedy Boulevard  
Philadelphia, PA 19102

**Questions:** send an e-mail to [revenue@phila.gov](mailto:revenue@phila.gov)