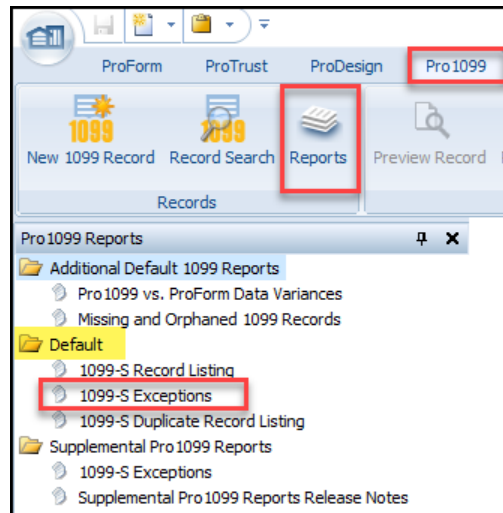# Default 1099-S Exceptions Report & Supplemental 1099-S Exceptions Report
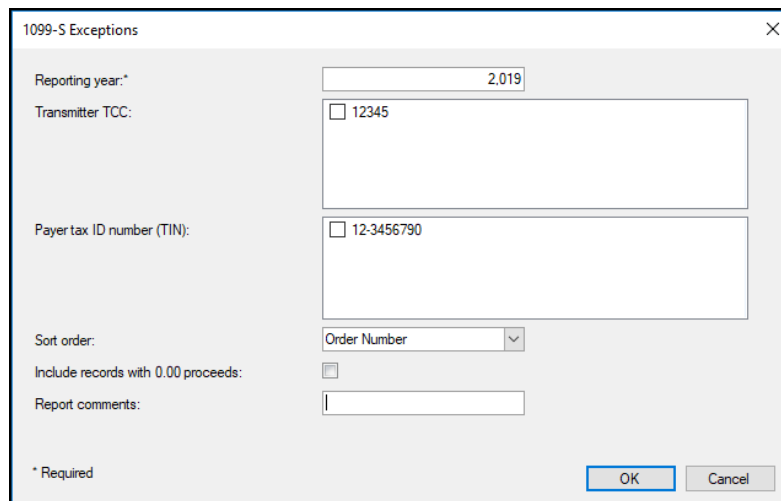
> It is recommended that one of these reports be run on a regular basis throughout the year and distribute to users so the corrections can be made prior to 1099 season

There are two **1099-S Exceptions Reports** they are both located in the **Pro1099 Module**.   One is in the **Default Folder** and one in the **Supplemental Folder**

- These reports list all non-exempt Pro1099 records that contain one or more exceptions for the tax year specified. These exception records will need to be corrected prior to creating the IRS Submission File.

- This process will likely be the most time consuming part of the 1099 Submission process. Success in accurately identifying and resolving exceptions will reduce the risk of needing to file a corrected return.

1. To run the **Default 1099-S Exceptions Report** click the **Reports** button under the **Pro1099 tab** and then select the **1099-S Exceptions Report** in the pane that appears at left.



2. Enter your criteria for the **Default 1099-S Exceptions Report** and **Click OK** to view the report

- 4800 Falls of Neuse Road, Suite 600
- Raleigh, NC 27609
- Sales & Service: 800-848-0143
- Email: sales@softprocorp.com
- Web: www.softprocorp.com



## 1099-S Exceptions

Reporting Year: *2019*
Transmitter TCC: *All*
Payer Tax ID Number (TIN): *All*
Format/Sort Option: *Sort by order number*

Order Number
  Name Control
    Payee name
      Exceptions

TRANSMITTER TCC: 12345
  PAYER TAX ID NUMBER (TIN): 12-3456790
    1902-0042
      CAMP
        Wayne Campbell
          Invalid TAXID/SSN
          1099-S has not been provided and/or signed
      WONG
        Cassandra Wong
          Invalid TAXID/SSN
          Invalid Forwarding Address
          Invalid City
          Invalid State
          Invalid ZipCode
          1099-S has not been provided and/or signed

These are the same as the warnings that appear in the order (see example below.)
If warnings are cleared in the order during the closing process, they will not show up on the Exceptions report

**Errors and Warnings**
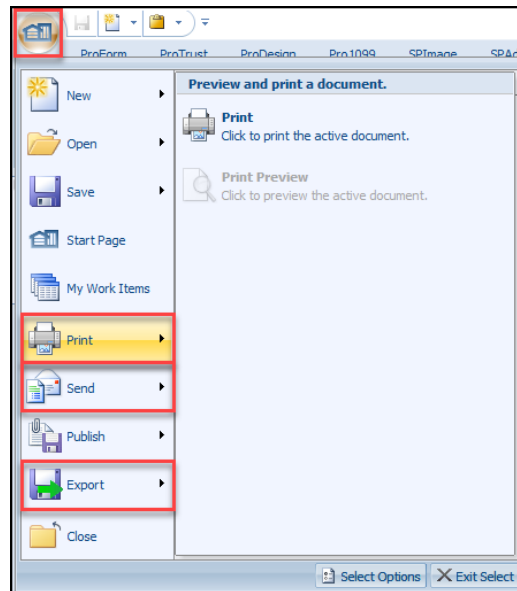⊗ 0 Errors  ⚠ 2 Warnings  ⓘ 0 Messages

Message
Order 1902-0042
⚠ Seller associated with Code S is missing the following information required by the IRS for 1099 reporting purposes: seller Tax ID/SSN, 1099-S not provided and/or signed.
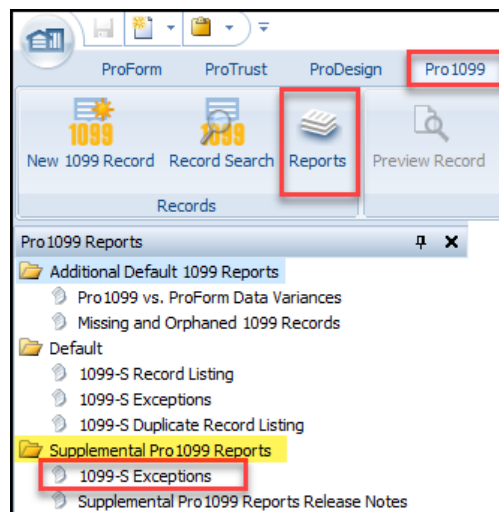⚠ Seller associated with Code S2 is missing the following information required by the IRS for 1099 reporting purposes: seller Tax ID/SSN, forwarding street address, forwarding city, forwarding state, forwarding zip code, 1099-S not provided and/or signed.

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4. You can **Print**, **Email** or **Export** this report… Click the round **File button** in the upper left corner, and select the option you would like from the dropdown menu.
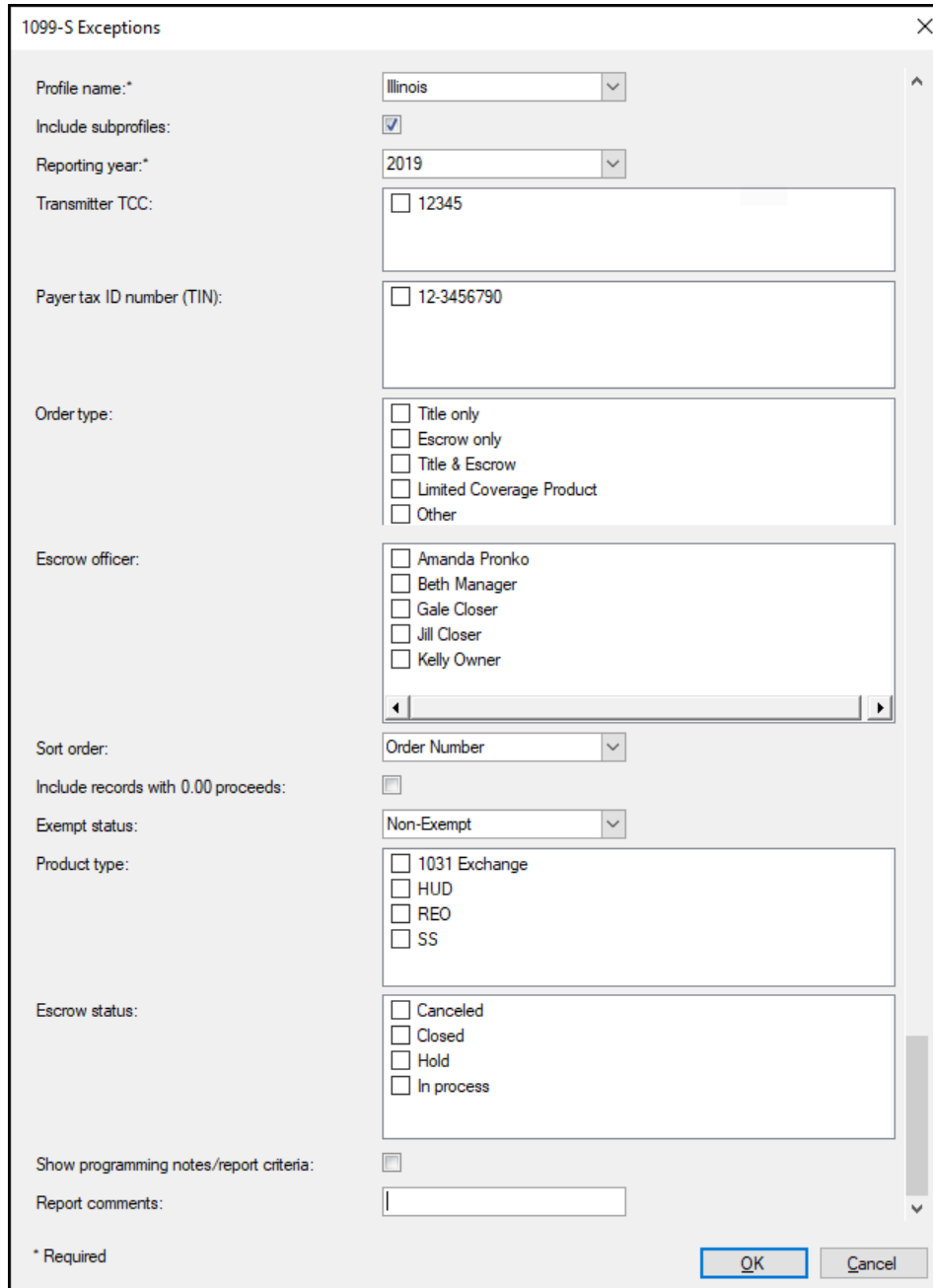


The **Supplemental 1099S Exceptions Report** has additional criteria that can be used in creating the report

3. To run the **Supplemental 1099-S Exceptions Report** click the **Reports** button under the **Pro1099 tab** and then select the **1099-S Exceptions Report** in the pane that appears at left.

| | |
|---|---|
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| | • Web: www.softprocorp.com |

4. Enter the criteria for the **Supplemental 1099-S Exceptions Report** and **Click OK** to view the report

**1099-S Exceptions** ✕

| Profile name:* | Illinois ⌄ |
|---|---|
| Include subprofiles: | ☑ |
| Reporting year:* | 2019 ⌄ |
| Transmitter TCC: | ☐ 12345 |
| Payer tax ID number (TIN): | ☐ 12-3456790 |

Order type:
- ☐ Title only
- ☐ Escrow only
- ☐ Title & Escrow
- ☐ Limited Coverage Product
- ☐ Other

Escrow officer:
- ☐ Amanda Pronko
- ☐ Beth Manager
- ☐ Gale Closer
- ☐ Jill Closer
- ☐ Kelly Owner

| Sort order: | Order Number ⌄ |
|---|---|
| Include records with 0.00 proceeds: | ☐ |
| Exempt status: | Non-Exempt ⌄ |

Product type:
- ☐ 1031 Exchange
- ☐ HUD
- ☐ REO
- ☐ SS

Escrow status:
- ☐ Canceled
- ☐ Closed
- ☐ Hold
- ☐ In process

| Show programming notes/report criteria: | ☐ |
|---|---|
| Report comments: | ☐ |

\* Required    [ OK ]  [ Cancel ]

All required fields have asterisks next to them.

Choose from any of the other field categories, keep in mind if you choose nothing you get everything.