

Preparing a .txt file for the FIRE website

09/12/2024 1:14 pm CDT

Users can download files from ftwilliam.com for upload into the [FIRE system](#). Note that for 8955-SSA forms each filing is uploaded separately - that is not the case for 1099s as user can upload the .txt files in a batch.

Before users are able to download .txt files, users must obtain a Transmitter Control Code (TCC) from the IRS to file on the FIRE system specifically for the 1099s. This is a 5-digit code and users will need to complete an [IR Application](#) to apply for one.

If users have a TCC code, or once users receive a TCC Code, the Master Admin user for the account will be able to update the account by navigating to the WK Logo > Administrative Tasks > Account Profile to update the "1099 TCC Code Information" box at the bottom of the screen. Be sure to click "Update" to save changes.

1099 TCC Code Information	
Company TCC:	<input type="text" value="12345"/>
Contact Name:	<input type="text" value="Test User"/>
Company State:	<input type="text" value="WI"/>
Company EIN:	<input type="text" value="123456789"/>
<input type="button" value="Update"/>	

After the TCC Code is on file, users will need to [prepare a batch](#) and lock the batch. Once the batch is locked, users should click on the batch name in order to view the "Download Data for FIRE system" found below the "FIRE System" section. Clicking on the "Download Data for FIRE system" link will produce a text file (.txt) that users should save to the user's hard drive. Users will take the file(s) to the IRS website to upload to complete the Federal e-filing.

Review FIRE Data File: Users can re-upload the .txt file downloaded to test and confirm the data downloaded.

Show Batches - 1099-R - 2014

Note: The fulfillment season will end 11/30/2014 for filing 2013 and prior year 1099s. 2014 service will begin in January, 2015.

1099-R 2014 Change 1099 form

Current Batches

Create new batch

Batch Report

Batch Name	Batch ID	Payer EditCheck	Payee EditCheck	State EditCheck	Payer #	Payee #	Batch Locked Status	State Status	Payer Completion Date	Payee Completion Date	E-File Completion Date
2014State	1026199				1	51		UNLOCKED			
KatiesWebinarBatch	933861				2	4		UNLOCKED	N/A	Pending	In process
TEST	942475				1	1		UNLOCKED	N/A	N/A	N/A

ftwPro 1099Wiz Menu - 1099-R - 2014

Batch: TEST | BatchID: 942475

Select/Show Payers/Payees

[Payees Report](#) | [Payers Report](#)

State Fulfillment (Check out the new 1099 state charts and technical documentation in our [1099 User Guide](#))
[State Returns](#) | [Lock State Returns](#) | ???

Print 1096/1099/5498

1096 | [Copy A 2-up](#) | [Copy B, C, 2 \(Blank\)](#) | [Copy 1 State \(Blank\)](#) | [Copy D Payer \(Blank\)](#)

Fulfillment Service - 1 Payee(s), 1 Payer(s)

Federal/State/Payee Fulfillment Not Available - State returns must be locked

Federal/State Fulfillment Not Available - State returns must be locked

Federal/Payee \$12.11 (1.36)

Federal Only \$11.29 (0.54)

Payee Only \$11.67 (0.92)

Payor Only (Not included in /Payee) \$16.20 (0.05 + \$5.40/Payor)

Note Fulfillment pricing includes \$10.75/batch fee

FIRE System

[Download 1099-R Data for FIRE System](#) | [Review FIRE Data File](#) | [1099 E-filing Information](#)