

**Guide to  
Wisconsin  
Information  
Returns**

**I. INTRODUCTION**

Use this publication in preparing your 2011 year's information returns. There are no substantive changes since the last version of this publication. Individuals, partnerships, fiduciaries, and corporations doing business in Wisconsin must file with the Wisconsin Department of Revenue information returns relating to certain payments and stock transfers. A copy of the information return (except Form 8) must also be given to the recipient of a payment.

The information in this publication briefly describes the Wisconsin information return requirements for income and franchise tax purposes. This information applies to information returns required to be filed in 2012.

**II. REQUIRED INFORMATION RETURNS**

Form Number	Title	What to Report	Amounts to Report	Due Date
8	Transfers of Capital Stock	Corporations doing business in Wisconsin must report transfers of capital stock made by individuals who were Wisconsin residents during the calendar year	Number of shares transferred	March 15 to the department
9b (A copy of federal Form 1099-MISC or 1099-R, as appropriate, may be submitted in lieu of Wisconsin Form 9b.)	Miscellaneous Income	Rent or royalty payments (payments to nonresidents only if property located in Wisconsin)	\$600 or more	January 31 to recipient of payment Corporations – March 15 to the department Others – February 28 to the department
		Distributions from a retirement, stock bonus, pension, profit-sharing, disability, annuity, IRA, Keogh, 401(k), or other similar plan, except distributions from a qualified plan to a nonresident (Form 1099-R must be used if Wisconsin tax is withheld.)	\$600 or more. Any amount if Wisconsin tax is withheld.	January 31 to recipient of payment February 28 to the department (January 31 if Wisconsin tax is withheld)
		Other nonwage compensation for personal services* (for nonresidents, only amounts paid for services performed in Wisconsin)	\$600 or more. However, if paid to an employee who also receives wages subject to withholding, the total compensation is reported on Form W-2.	January 31 to recipient of payment February 28 to the department
W-2 (Federal form)	Wage and Tax Statement	Wages, tips, and other compensation and Wisconsin tax withheld (for nonresidents, only amounts paid for services performed in Wisconsin)	All amounts	January 31 to recipient of payment and to the department
W-2G (Federal form)	Certain Gambling Winnings	Prizes from the Wisconsin Lottery or a multi-jurisdictional lottery if the winning ticket was purchased from a Wisconsin retailer	\$2,000 or more	January 31 to recipient of payment and to the department
		Pari-mutuel wager winnings paid by a Wisconsin licensed racetrack	More than \$1,000	January 31 to recipient of payment and to the department

\* Examples of nonwage compensation include payments for: agricultural labor; domestic services; services by a citizen or resident of the U.S. for a foreign government or international organization; services performed by a duly ordained minister or member of a religious order; services performed by an individual under age 18 in the delivery of newspapers; services related to the sale of newspapers and magazines at a fixed price and compensation is based on retaining the excess of such price over the amount charged to him or her; services not in the course of the employer's trade or business and paid in any medium other than cash; and tips, if paid in a medium other than cash or if such tips are under \$20 a month.

**Note:** Although the Internal Revenue Service (IRS) requires other information returns, such as Forms 1098, 1099-A, 1099-B, 1099-C, 1099-DIV, 1099-G, 1099-INT, 1099-OID, 1099-PATR, 1099-S, and 5498, these forms are not required to be submitted to Wisconsin.

### III. EXTENSION OF TIME TO FILE INFORMATION RETURNS

If a 30-day extension is obtained for filing Form WT-7, *Employers Annual Reconciliation of Wisconsin Income Tax Withheld From Wages*, the extension also applies to the corresponding Forms W-2, W-2G, and 1099-R. See the instructions for Form WT-7 for information concerning requesting an extension.

A 60-day extension is available for filing Forms 9b or appropriate substitute Forms 1099-R or 1099-MISC. Extension requests must be submitted in writing on or before the due date. A request may be faxed to (608) 267-1030 or mailed to:

Wisconsin Department of Revenue  
Registration Unit  
Mail Stop 3-80  
PO Box 8902  
Madison WI 53708-8902

The department's approval of this extension must be attached to the information returns when filed.

The date for furnishing information returns to recipients and reporting stock transfers on Form 8 cannot be extended.

### IV. PENALTIES

Failure to file an information return by the due date, including any extension, or filing an incorrect or incomplete return is subject to a penalty of \$10 for each violation. The penalty shall be waived if the violation is due to reasonable cause and not due to willful neglect. The penalty does not apply to information returns required to be reported on Form W-2G.

### V. FILING ELECTRONICALLY

Persons who file 50 or more Wisconsin wage statements or information returns must file electronically. Persons who file fewer than 50 Wisconsin wage statements or information returns may elect to file electronically.

For further information, see Publication 509, *Filing Wage Statements and Information Returns Electronically*. Publication 509 may be obtained online at [www.revenue.wi.gov/pubs/pb509.pdf](http://www.revenue.wi.gov/pubs/pb509.pdf) or by calling (608) 266-1961.

### VI. COMBINED FEDERAL/STATE FILING PROGRAM

As an alternative to filing Forms 1099-R that do not have state withholding and Forms 1099-MISC with the Department of Revenue, payers may be eligible to participate in the Combined Federal/State Filing Program. Under this program, payers who meet the federal requirements submit their information to the IRS, which will forward appropriate information to the State of Wisconsin.

For further information on this subject call (608) 266-2776 or e-mail [w2data@revenue.wi.gov](mailto:w2data@revenue.wi.gov).

### VII. WHERE TO FILE

Information returns not required or elected to be filed electronically may be delivered to the Wisconsin Department of Revenue at 2135 Rimrock Road, Madison, Wisconsin, or mailed as indicated below.

- Forms W-2 and W-2G, and Forms 1099-R with Wisconsin income tax withheld -
  - If Form WT-7 is not filed electronically, enclose with Form WT-7. Mail to the address indicated on the form.
  - If Form WT-7 is filed electronically, enclose with Form WT2. Mail to the address indicated on the form.
- Forms 9b or substitute forms (Forms 1099-R and 1099-MISC) and Forms 8:

Wisconsin Department of Revenue  
PO Box 8905  
Madison WI 53708-8905

### VIII. ADDITIONAL INFORMATION

Additional information on withholding and Form W-2 requirements can be found in Publication W-166, *Wisconsin Employer's Withholding Tax Guide*, which is available from any Department of Revenue office or through the department's web site at [www.revenue.wi.gov](http://www.revenue.wi.gov). You may also call the department at (608) 266-2776 or send an e-mail message to [sales10@revenue.wi.gov](mailto:sales10@revenue.wi.gov).

If you have questions about any of the other information returns, you may call the department at (608) 266-2772 or send an e-mail message to [income@revenue.wi.gov](mailto:income@revenue.wi.gov).

**Caution:** The information in this publication reflects the position of the Wisconsin Department of Revenue of laws enacted by the Wisconsin Legislature that are effective as of November 1, 2011. Laws effective after this date, administrative rules, and court decisions may change the interpretations in this publication.