

## FYI: PRINTING W2'S AND 1099'S OUT OF OLD

Make sure you check the date on the .dat file. If you created the 1099's or W2's out of OLD, you must change the directory in your FTP program to your district name:[year\_end] (i.e. stark\_county:[year\_end].)

If you generated your W2's and 1099's out of new, you will just need to make sure that the FTP program is pointing to NEW. district name:[new] (i.e. stark\_county:[new].)