1099 History

Now the 1099 Browse screen has a button for **'Mark Year as finalized'** beside the **'Create file'** button.

When the button is clicked, the current year will be marked as finalized and the 1099 will be visible to vendor portal vendor to view and print.

NOTE: 1099s will still need to be mailed to the vendor

When the button is changed from **'Unmark year as finalized'** to **'Mark year as finalized'** the 1099 for that year will be taken off the vendor portal.