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October 25, 2021

**To:** Accounts Payable Administrators  
 Business and Accounting Administrators  
 Los Angeles County K-12 Schools and Community College Districts  
 and Other Local Educational Agencies (LEAs)

**From:** Raul Regalado  
 Enterprise Financial Systems Consultant  
 Division of School Financial Services

**Subject:** Form 1099 Workshop for Calendar Year 2021  
**(For BEST Advantage Financial (FIN), Wave 1, 2, and 3 Agencies Only)**

The purpose of this bulletin is to inform staff involved in the 1099 filing of the upcoming workshop offered by the Los Angeles County Office of Education (LACOE), Division of School Financial Services (SFS). This workshop will focus on preparing 1099 data for reporting for BEST Advantage Financial (FIN) System. Further instructions will be provided at the workshop.

**Workshop Schedule and Registration**

DATE	TIME	LOCATION
<b>BEST Advantage (FIN) ONLY</b> Friday, November 05, 2021	1:30 p.m. – 3:30 p.m. Live Stream	Zoom Online

Registration is required for both the live stream and subsequent viewing of the recorded webinar, when published. Please register online before Wednesday, November 03, 2021. Click on the link below and select “My Account” to enter your login information.

<https://www.lacoe.edu/Professional-Development>

From the Business Services calendar, select the session you wish to attend. You will receive an email notification regarding the status of your registration request. If you need to cancel, please do so by clicking the same link.

More information on how to connect to the meeting will be sent approximately one week prior to the event.

### Contact Information

If you have questions, please contact any of us:

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This bulletin is also posted on the LACOE website. Use the “Search” box in the Bulletins section to locate a specific bulletin by number or keyword.

<https://www.lacoed.edu/Bulletins.aspx>

Approved:  
Nkeiruka Benson, Director  
Division of School Financial Services

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SFS-A12-2021-2022