



October 7, 2022

**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 2022

The purpose of this bulletin is to inform staff involved in the 1099 process 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 in the BEST Advantage Financial (FIN) System. Further instructions will be provided at the workshop.

**Workshop Schedule and Registration**

DATE	TIME	LOCATION
Thursday, October 27, 2022	1:30 p.m. – 3:00 p.m.	Online (Zoom)

Registration is required to join the live stream and subsequent viewing of the recorded webinar, when published. Please register through our Learning Management System (LMS) portal by Monday, October 24, 2022. Click on the link below to enter your login information.

<https://best-lms.lacoe.edu/>

Once logged into the LMS, click on the following hyperlink: [2022 – 1099 Workshop](#). Click the "Enroll" button, select the session date, and click "Enroll" again to finalize your enrollment.

The Zoom link for the workshop will be sent 3 days prior to the event.

### **Changes in 1099 Processing for Calendar Year 2022**

Starting this calendar year, LACOE will no longer print hard copies of the 1099-MISC/NEC forms. We will provide the districts an electronic copy of the forms which will be uploaded to each agency's folder on the Customer Resource Center (CRC) website. The forms can be downloaded and printed locally at the school district.

As a reminder, LACOE will no longer process 1099s for interfacing agencies. Interface agencies may want to contact their financial systems vendor and inquire if they are able to process their district's 1099s.

### **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.lacoedu/Bulletins.aspx>

Approved:

Nkeiruka Benson, Director  
Division of School Financial Services

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SFS-A12-2022-2023