



Tax law changes and 1099-K from Money Payment App Vendor

Due to 2020 Tax law changes you may have received a 1099-K for credit card payments received for product sales or other for your Troop from Square, Stripe, Venmo, etc.

Money payment apps are to be set up under the Council's tax ID when being used for Girl Scouting purposes.

If the tax ID used to set up any of these accounts was a personal social security number, then that will need to be corrected within the Square account or whichever money payment app vendor you received the 1099-K from.

Please use the **GSVSC Council's Tax ID number 54-0737207** and follow the directions below to make the needed corrections.

IRS Statement:

"Do any of these statements apply to the Form(s) 1099-K you received?"

- **The Form 1099-K does not belong to you or is a duplicate**
- **The payee Taxpayer Identification Number (TIN) is incorrect**

If you believe the information on a Form 1099-K is incorrect, the form has been issued in error, or you have a question relating to the form, contact the filer, whose name appears in the upper left corner on the front of the form.

Or you may contact the payer, or PSE, whose name and phone number are shown in the lower left corner of the form.

If you cannot get this form corrected, you may attach an explanation to your tax return along with any email or supporting data showing you tried to get it corrected and report your income correctly."

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Request a corrected 1099-K and correct the Tax ID in your Money Payment App:

If using Square – below is how to edit your tax ID number and request an updated 1099-K:

To receive an updated Form 1099-K, update your business taxpayer information by heading to your Square Dashboard after logging into your Square account. Make sure that you enter the Council's tax ID number and info.

UPDATE! Ensure you enter the following info into Square exactly as it is shown below (to change the tax ID on their Square account and have the 1099 reissued to Council):

1. Our tax ID with NO dashes or spaces 540737207

2. Name: VIRGINIA SKYLINE GIRL SCOUT COUNCIL

3. Address: 3663 Peters Creek Road NW, Roanoke, VA 24019

For the current fiscal year, after editing your information and clicking Save, the Form 1099-K form should automatically update. Download your Form 1099-K to confirm your information has been updated.

If that does not update or resolve the issue will need to then contact their support dept. at:

<https://squareup.com/help/us/en/contact?panel=44E50F016449>

If using Stripe - below is how to edit your tax ID number and request an updated 1099-K:

- If your 1099-K tax form has not been generated yet, please do so from your account Tax Details settings once you log into your Stripe account online.

- If your 1099-K tax form has been generated, please do so from your account Document settings once you log into your Stripe account online.

If using Venmo – You will need to contact the Venmo Help Center at the following link to make any changes and request an updated 1099-K:

https://help.venmo.com/hc/en-us/requests/new?ticket_form_id=624807

If using Digital Cookie - No changes are needed and you should not receive a 1099-K.

If you are participating in the Cookie Program, consider using the Digital Cookie online app for processing any credit/debit card payments for in person/booth sales. The app is easy to use and there is a new function this year for OCR, **optical scanning of cards**, to improve the contactless payment process as well as it is faster to use. In addition to these great benefits, the Council pays the processing fees which are about a fourth of the cost to use Square. For more information go to:

https://www.gsvsc.org/content/dam/girlscouts-gsvsc/pdfs_docs/Product%20Sales/Cookie%20Sale/mobile%20app%20.pdf.

If you need further guidance, please contact GSVSC Finance Department at 540-777-5100.