

Rent Relief 1099 FAQ



FY 2022 (beginning Jan 2023) Yardi Systems will begin providing 1099-MISC forms electronically through the portal for any agency where Yardi is the Funding Admin and payments were disbursed for Y-2022.

All landlords who received ERA (Emergency Rental Assistance) payments for 2022 on behalf of their tenants will have access to the 1099-MISC form directly from their Relief portal if they meet the following criteria:

- Payments received greater than \$600.00
- Non-exempt business type indicated on the W-9

Q: The landlord no longer has access to their portal. How do they request access?



The landlord will visit the agency portal link and click Forgot Password. They will need the email address previously used to register for the portal.

Q: Will there be multiple 1099s for each tenant payment received?



Landlords will have access to a single 1099 for the total payment(s) sent to the recipients through Yardi Rent Relief. Landlords can review a payment breakdown report from within the portal on the 1099 Access History tab.

Q: Why is the paid amount entered in box 3 "Other Income" rather than box 1 "Rental Income"?



Yardi processes 1099-MISC forms to represent funds distributed in support of the Emergency Rental Assistance Program. This 1099-MISC form is equal to the value of the funds distributed to the landlords property for payment of tenant delinquencies. Relief funds may be distributed for repayment of rent, moving expenses, utility assistance, etc. based on the agency's discretion. Therefore, Yardi places these funds in box 3 "Other Income".

While filing taxes, landlords and property management companies may choose to place these funds in box 1 Rental Income if the funds received were used solely for rental income. Yardi encourages you to seek outside counsel for tax advice.

Q: How will landlords report a correction to the 1099? Examples: Amount change, fraudulent activity, address/recipient changes?



In January, landlords will have the option to send an inquiry to their supporting agency directly from the portal. The Help menu at the top right of the Relief portal will have additional information on the 1099 process, including how to request changes or ask questions.

Q: What are some new features available in the Landlords portal for 1099 access to payments disbursed in 2022?



-After January when 1099s are released, landlords will be able to print and re-print their own 1099-MISC forms. This will allow ample time for processing.

-Landlords will be able to print full details of the 1099-MISC (great for those who received multiple payments).

-Once the 1099 is active, the landlord can send inquiries to their supporting agency if changes are needed (example amount, tax Identification, or fraud detected).

Q: A request for a 1099 correction was made by the Landlord. What's next?



Landlords will have the ability in January to send inquiries to the Agency's mailbox (Email for agency point of contact will need to be provided by the Agency). After investigation is conducted by the Agency and it is determined that a corrected 1099 is needed, a Rent Relief case will be created by the Agency and sent to the support team with details.

* Agency will need to confirm all supporting documents (ex, uploaded W9) and portal data (ex, Tax Id under property info) matches the requested 1099 correction prior to creating a Rent Relief case.

Q: Who is responsible for gathering missing EIN/SSN information?



There are many reasons for this (EIN Check may have been down or the agency has a corrected EIN/SSN etc. on file. Missing EINs/SSN is the responsibility of the Agency. If the Agency issued payment without having an electronic validation, the Agency should attempt to correct and revalidate before the filing deadline.