



The United States Pony Clubs, Inc. E-News from National

December 2006

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Plan now to Attend Festival 2007! Save these Dates:



Check the web site for regular updates

Planning to Camp While at Festival? Make Your Reservations Directly with the Kentucky Horse Park:

<http://kentuckystateparks.reserveamerica.com/jsp/commonpage.jsp?goto=/usa/ky/khsp/newindex.html> ...or you can call and make reservations: 1-888-459-7275

Important Financial Information

The IRS requires reporting payments to individuals 1099 and W-9 ALERT

All clubs and regions must prepare a Federal 1099-MISC form **for each individual paid \$600 or more in a calendar year** (this includes instructors, judges, etc.). You may only pay a small amount per lesson, but when you add all of the payments at the end of the year you may find the total is at or over \$600. This form should be issued for payments made for services. Do not include payments made for travel or other reimbursed expenses.

The Federal 1099-MISC must be prepared each January. Preparing this form requires having the Social Security Number of the individual you pay. **Now is the time to prepare by having anyone to whom you pay a fee sign a W-9 form.** A W-9 Form is available at the following link: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>, and you may make as many copies as you need. Original forms are also available from the IRS by calling 1-800-TAX-FORM (1-800-829-3676). Retain the W-9 for each person (do not send it to the USPC office or the IRS).

In January, complete the 1099-MISC forms. The carbonized forms can be obtained from the IRS at the above telephone number, or online at www.irs.gov under "Forms and Publications." You must complete the 1099-MISC form for each person the Club or Region has paid \$600 or more during the previous calendar year. Fill in the amount paid in Box 7, "Nonemployee Compensation." **The 1099-MISC form is to be given or sent to each person no later than January 31, 2007.**

The Club or Region will then send one copy of all 1099-MISC forms that have been sent out with a Summary Form 1096 to the Internal Revenue Service. Form 1096 is also available at www.irs.gov under "Forms and Publications." **The due date for filing these forms with the IRS is February 28, 2007.**

Insurance Requests for 2007

The online Insurance Request site has been updated to enable leaders to enroll their sites for 2007. You must be sure to choose the proper year when signing up sites during December. Just a reminder: you will have to re-enter any 2006 sites you plan to use in 2007, as the current coverage expires on Dec. 31, 2006.

Hint: Print your current list of locations so you will have the landowner information available to you for 2007 entries. The charge for online entries will remain at \$10 per site for 2007 if sites are recorded online. Any sites recorded on paper documents will cost \$15 per site.

A direct link to this location is <https://www.ponyclub.org/insurance-request.php>

Attention Club and Regional Treasurers:

The Cash Receipts & Disbursements document for 2006 is now **available on the forms page** under "C." This document is due at the USPC Office by February 15, 2007.

INTERNET FRAUD ALERT!!

Many Pony Club members, volunteers, parents and associates place classified ads on the USPC website to help relocate a mount that has been outgrown. This is a perfectly safe and effective way to find your horse, pony, or tack a new Pony Club home. However, occasionally scam artists will contact you about the purchase of your item. Do not provide any further personal identification information! Unfortunately the contact information that you provide (contact info only, your credit card info is safe!) to prospective buyers is also available to third parties with less honest intentions. USPC cannot prevent this type of activity. However, if an offer seems strange (often these scams are written in English that sounds like a second language) or too good to be true (no one wants to pay you more for your horse or pony than what you have it listed for) then it probably is.

Please contact the Internet Fraud Complaint Center at www.ic3.gov to alert federal authorities of this type of illegal activity.

Shelley Mann, USPC Communications Assistant

Changes to the Annual Directory

Marianne Kruidenier, Tecolote Pony Club Jt-DC, has a new email address:
kfamily101@verizon.net

DC Guide Available

At last! The long-awaited NEW version of the DC Guide is finished and available on line at http://www.ponyclub.org/dc_guide.htm

To make it easy (we hope) for everyone to use, it is downloadable both in color and in black and white only. Additionally, it may be downloaded as one large file, or accessed by chapters through the Table of Contents page.

We hope you enjoy using this new document. Thanks to former Board of Governors member Suzanne Schutt's creative approach and good ideas, this should be a valuable tool for all members in leadership positions.

If you experience any technical difficulties, please contact the web master at rsnapp@ponyclub.org.

Mary Pierson
USPC Communications Director