



W-2 Compatible Envelopes

Order in increments of 25 unless noted

W-2 ENVELOPES

- Envelopes are constructed of 24# white wove stock
- **Compatible with nearly all W-2 forms; request a sample if you plan to use them with blank W-2 paper to ensure that window placement is compatible with the information your software prints**
- Interior tint provides secure delivery of confidential employee information
- All envelopes are imprinted in black with "Important Tax Return Document Enclosed"
- **Order in increments of 25 envelopes unless noted**



1970 - Moisture Seal
1970S - Self Seal
1970ALT - Moisture Seal for Inserters



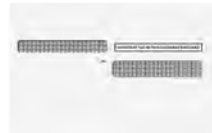
DWENV05 - Moisture Seal
DWENV05 - Self Seal
DWENVSTE - Tamper Evident Self Seal



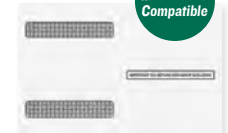
1973 - Moisture Seal
1973S - Self Seal



3UPDWENV05 - Moisture Seal
3UPDWENV05 - Self Seal



4UPDWENV05 - Moisture Seal
4UPDWENV05 - Self Seal
4UPDWENVSTE - Tamper Evident Self Seal



4DOWNENV05 - Moisture Seal
4DOWNENV05 - Self Seal



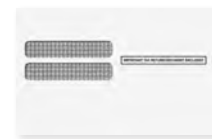
80558 - Moisture Seal
80558S - Self Seal



4356 - Moisture Seal
4356S - Self Seal



2DWENV05 - Moisture Seal



1961 - Moisture Seal



SWENV05 - Moisture Seal



4UPALT9 - Moisture Seal



W2CENV05 - Moisture Seal

Item #	Description	Overall Size	Top Window		Bottom Window		Bottom Window	
			Top Window Size	Distance From Left Edge	Distance From Bottom Edge	Bottom Window Size	Distance From Left Edge	Distance From Bottom Edge
Moisture Seal W-2 Envelopes								
***1970	W-2 Universal Double Window	5 5/8" x 8 3/4"	1/2" x 2 1/2"	1/2"	3 11/16"	9/16" x 2 1/2"	3 1/16"	1 1/2"
*1970ALT	• W-2 Universal Double Window	5 5/8" x 9"	9/16" x 2 1/2"	1/2"	3 5/8"	9/16" x 2 1/2"	3"	1 7/16"
DWENV05	W-2 2up Double Window	5 3/4" x 8 3/4"	1 5/16" x 4 1/8"	1/2"	3 3/8"	1 3/8" x 4 1/8"	1/2"	1 9/16"
*1973	W-2 3up Double Window	3 7/8" x 8 1/2"	7/8" x 3 1/4"	3/8"	2 1/4"	1 3/16" x 3 1/4"	3/8"	1"
3UPDWENV05	W-2 3up Double Window	3 7/8" x 8"	1" x 3 1/8"	3/8"	2 3/16"	3/4" x 3 1/8"	3/8"	1"
4UPDWENV05	W-2 4up Quadrant Double Window	5 3/4" x 8 3/4"	9/16" x 3 7/8"	5/16"	3 9/16"	1 1/16" x 3 7/8"	4 3/8"	2 1/2"
**4DOWNENV05	W-2 4up Horizontal Double Window	5 3/4" x 8 3/4"	3/4" x 3 13/16"	5/16"	4 3/16"	3/4" x 3 13/16"	5/16"	5/8"
80558	• W-2 4up Quadrant Double Window	5 5/8" x 9"	1 1/16" x 3 11/16"	5/8"	3 9/32"	1 1/16" x 3 11/16"	5/8"	1 5/32"
4356	W-2 4 Down Horz Alt. Double Window	5 5/8" x 9"	3/4" x 3 3/8"	3/8"	4 1/4"	1 3/16" x 3 3/8"	3/8"	5/8"
2DWENV05	W-2 Two-Wide Double Window	5 5/8" x 9 1/2"	1 5/16" x 4 1/16"	1/2"	3 11/32"	1 7/16" x 4 1/16"	1/2"	1 1/2"
1961	W-2 4up Quadrant Double Window	5 5/8" x 9"	3/4" x 3 7/8"	3/8"	3 7/16"	3/4" x 3 7/8"	3/8"	2 7/16"
398	• W-2 4up Quadrant Double Window	5 5/8" x 9"	9/16" x 3 5/8"	5/8"	3 1/2"	1 1/16" x 3 5/8"	5/8"	1 1/4"
RDWENV05	2up Double Window	5 5/8" x 8 3/4"	1 3/8" x 3 3/8"	1/2"	3 11/16"	1 7/16" x 3 3/8"	1/2"	1 17/32"
SWENV05	W-2 2up Single Window	5 3/4" x 8 3/4"	n/a	n/a	n/a	1 3/8" x 4 1/8"	1/2"	1 9/16"
4UPALT9	• W-2 4up 9" Double Window	5 5/8" x 9"	9/16" x 3 7/8"	5/16"	3 9/16"	1 1/16" x 3 7/8"	4 3/8"	2 1/2"
W2CENV05	W-2c Double Window	5 3/4" x 9"	1 5/16" x 3 13/16"	1/2"	3 1/4"	1" x 3 11/16"	4 5/16"	1 7/8"
Self Seal W-2 Envelopes								
***1970S	W-2/1099 Universal Double Win	5 5/8" x 8 3/4"	1/2" x 2 1/2"	1/2"	3 11/16"	9/16" x 2 1/2"	3 1/16"	1 1/2"
DWENV05	W-2 2up Double Window	5 3/4" x 8 3/4"	1 5/16" x 4 1/8"	1/2"	3 3/8"	1 3/8" x 4 1/8"	1/2"	1 9/16"
DWENVSTE	W-2 2up Double Win - Tamper Evident	5 3/4" x 8 3/4"	1 5/16" x 4 1/8"	1/2"	3 3/8"	1 3/8" x 4 1/8"	1/2"	1 9/16"
*1973S	W-2 3up Double Window	3 7/8" x 8 1/2"	7/8" x 3 1/4"	3/8"	2 1/4"	1 3/16" x 3 1/4"	3/8"	1"
3UPDWENV05	W-2 3up Double Window	3 7/8" x 8"	1" x 3 1/8"	3/8"	2 3/16"	3/4" x 3 1/8"	3/8"	1"
4UPDWENV05	W-2 4up Quadrant Double Window	5 3/4" x 8 3/4"	9/16" x 3 7/8"	5/16"	3 9/16"	1 1/16" x 3 7/8"	4 3/8"	2 1/2"
4UPDWENVSTE	W-2 4up Quad Dbl Win - Tamper Evident	5 3/4" x 8 3/4"	9/16" x 3 7/8"	5/16"	3 9/16"	1 1/16" x 3 7/8"	4 3/8"	2 1/2"
**4DOWNENV05	W-2 4up Horizontal Double Window	5 3/4" x 8 3/4"	3/4" x 3 13/16"	5/16"	4 3/16"	3/4" x 3 13/16"	5/16"	5/8"
80558S	W-2 4up Quadrant Double Window	5 5/8" x 9"	1 1/16" x 3 11/16"	5/8"	3 9/32"	1 1/16" x 3 11/16"	5/8"	1 5/32"
4356S	W-2 4up Horz Alt. Double Window	5 5/8" x 9"	3/4" x 3 3/8"	3/8"	4 1/4"	1 3/16" x 3 3/8"	3/8"	5/8"

*Compatible with QuickBooks with exception of Online version. **Compatible with QuickBooks. ***Not for users of ATX, TaxWise, or Client Accounting Suite.

• For high-speed inserting equipment: order in increments of 500.

ACA Recipient Mailing Envelopes



Order in increments of 25

RECIPIENT MAILING ENVELOPES

These envelopes are designed for the specified recipient copies only. Window envelopes will not work with federal landscape ACA forms.

Item #	Description	Compatible Forms
95DWENV05	Double Window Envelope Moisture Seal	B95CHPREC05 B95BFPREC05 B95CFPREC05 B95BPERFI05* B95CPERFI05*
95DWENVS05	Double Window Envelope Self Seal	B95CHPREC05 B95BFPREC05 B95CFPREC05 B95BPERFI05* B95CPERFI05*
1964**	Double Window Envelope Moisture Seal - Machine Inserter	B95CHPREC05 B95BFPREC05 B95CFPREC05 B95BPERFI05* B95CPERFI05*
RDWENV05	Double Window Envelope Moisture Seal	95CRCBT
RDWENVS05	Double Window Envelope Self Seal	95CRCBT
RDWENVSTE	Dbl Win Envelope Tamper Evident Self Seal	95CRCBT
4UPDWENV05	Double Window Envelope Moisture Seal	B95CPERFI05
4UPDWENVS05	Double Window Envelope Self Seal	B95BLANK
4UPDWENVSTE	Dbl Win Envelope Tamper Evident Self Seal	B95BLANK

*Blank forms can be used with various software packages. Check with software for envelope compatibility.

**Order in increments of 500

95DWENV05 / 95DWENVS05 Specifications

Size: 5 3/4" x 8 3/4"

Top Window Size: 3/4" x 4 1/16"

Top Window from Left Side: 3/8"

Top Window from Bottom: 3 11/16"

Bottom Window Size: 11/16" x 3 7/8"

Bottom Window from Left Side: 4 1/2"

Bottom Window from Bottom: 2 5/8"



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95DWENV05 - Moisture Seal
95DWENVS05 - Self Seal



1964 - Moisture Seal



RDWENV05 - Moisture Seal
RDWENVS05 - Self Seal
RDWENVSTE - Tamper Evident Self Seal



4UPDWENV05 - Moisture Seal
4UPDWENVS05 - Self Seal
4UPDWENVSTE - Tamper Evident Self Seal

1099 Compatible Envelopes



Order in increments of 25

1099 ENVELOPES

- Envelopes are constructed of 24# white wove stock
- Compatible with nearly all 1099 forms
- Interior tint provides secure delivery of recipient's information on the forms
- All envelopes are imprinted in black with "Important Tax Return Document Enclosed"



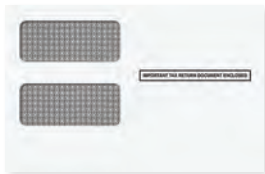
1970 - Moisture Seal
1970S - Self Seal



1970ALT - Moisture Seal
for Inserters



1963 - Moisture Seal



RDWENV05 - Moisture Seal
RDWENV05S - Self Seal
RDWENVSTE - Tamper
Evident Self Seal



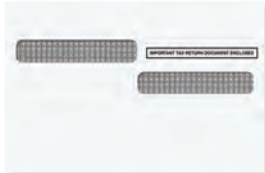
99DWENV05 - Moisture Seal
99DWENV05S - Self Seal
99DWENVSTE - Tamper
Evident Self Seal



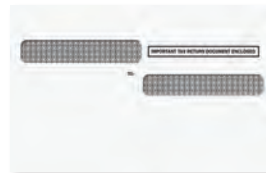
99SWENV05 - Moisture Seal



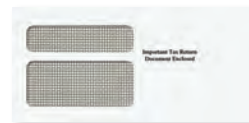
99ENVA - Moisture Seal



R4UPDWENV05 - Moisture Seal
R4UPDWENV05S - Self Seal



RALT9 - Moisture Seal



70007 - Moisture Seal
70007S - Self Seal



DWR4 - Moisture Seal

Item #	Description	Overall Size	Top Window Size	Top Window Distance From		Bottom Window Size	Bottom Window Distance From	
				Left Edge	Bottom Edge		Left Edge	Bottom Edge
Moisture Seal 1099 Envelopes								
*1970	1099 Universal Double Window	5 5/8" x 8 3/4"	1/2" x 2 1/2"	1/2"	3 11/16"	9/16" x 2 1/2"	3 1/16"	1 1/2"
*1970ALT	• 1099 Universal Double Window	5 5/8" x 9"	9/16" x 2 1/2"	1/2"	3 5/8"	9/16" x 2 1/2"	3"	1 7/16"
1963	• 1099 2up Double Window	5 5/8" x 9"	1 3/8" x 3 3/8"	1/2"	3 11/16"	1 7/16" x 3 3/8"	1/2"	1 17/32"
RDWENV05	1099 2up Double Window	5 5/8" x 8 3/4"	1 3/8" x 3 3/8"	1/2"	3 11/16"	1 7/16" x 3 3/8"	1/2"	1 17/32"
99DWENV05	1099 3up Double Window	3 7/8" x 8 1/4"	1" x 3 1/8"	1/2"	2 3/16"	1 1/8" x 3 1/8"	1/2"	5/8"
99SWENV05	1099 3up Single Window	3 7/8" x 8 1/4"	n/a	n/a	n/a	1 1/8" x 3 1/8"	1/2"	5/8"
99ENVA	• 1099 Double Window	3 15/16" x 9 3/16"	1" x 3 5/16"	9/16"	2 5/16"	1 1/8" x 3 5/16"	9/16"	3/4"
R4UPDWENV05	1099-R 4up Double Window	5 3/4" x 8 3/4"	3/4" x 4 1/16"	3/8"	3 11/16"	1 1/16" x 3 7/8"	4 1/2"	2 5/8"
RALT9	• 1099-R 4up Alt. Double Window	5 5/8" x 9"	3/4" x 4 1/16"	3/8"	3 11/16"	1 1/16" x 4 1/16"	4 1/2"	2 5/8"
70007	• 1099 for Jack Henry Software	3 7/8" x 9"	7/8" x 3 5/8"	1/2"	2 3/8"	1 9/16" x 3 5/8"	1/2"	1/2"
DWR4	• 1099 4up Double Window	5 3/4" x 9"	1 1/16" x 3 5/8"	5/8"	3 5/16"	1 1/16" x 3 5/8"	4 5/16"	1 1/8"
Self Seal 1099 Envelopes								
*1970S	1099 Universal Double Window	5 5/8" x 8 3/4"	1/2" x 2 1/2"	1/2"	3 11/16"	9/16" x 2 1/2"	3 1/16"	1 1/2"
RDWENV05S	1099 2up Double Window	5 5/8" x 8 3/4"	1 3/8" x 3 3/8"	1/2"	3 11/16"	1 7/16" x 3 3/8"	1/2"	1 17/32"
RDWENVSTE	1099 2up Double Win - Tamper Evident	5 5/8" x 8 3/4"	1 3/8" x 3 3/8"	1/2"	3 11/16"	1 7/16" x 3 3/8"	1/2"	1 17/32"
99DWENV05S	1099 3up Double Window	3 7/8" x 8 1/4"	1" x 3 1/8"	1/2"	2 3/16"	1 1/8" x 3 1/8"	1/2"	5/8"
99DWENVSTE	1099 3up Double Win - Tamper Evident	3 7/8" x 8 1/4"	1" x 3 1/8"	1/2"	2 3/16"	1 1/8" x 3 1/8"	1/2"	5/8"
R4UPDWENV05S	1099-R 4up Double Window	5 3/4" x 8 3/4"	3/4" x 4 1/16"	3/8"	3 11/16"	1 1/16" x 3 7/8"	4 1/2"	2 5/8"
70007S	1099 for Jack Henry Software	3 7/8" x 9"	7/8" x 3 5/8"	1/2"	2 3/8"	1 9/16" x 3 5/8"	1/2"	1/2"

*Not for users of ATX, TaxWise, or Client Accounting Suite. • For high-speed inserting equipment: order in increments of 500.

Your W-2, 1099 & 1095 Partner...

We're here to answer your questions and help you get the right tools for wage and information reporting.

Please give us a call if you would like more information or need help selecting the right forms.



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