

# 2023 Tax Forms Mailing Notice



All **Forms 1099-R** will be mailed (paper) or be available online (eDelivery) on *January 31, 2024*. Additionally, all **required minimum distribution (RMD) account owner notifications** will be mailed and available online by *January 31, 2024*.

*Note: All tax forms for the 2023 tax season are now available for eDelivery, including RMD letters and 1099's.*

All **non-retirement account tax forms** will be mailed and available online by *February 15, 2024*. Non-retirement tax forms being mailed include Forms 1099-B, 1099-DIV, 1099-INT, 1099-MISC, and 1099-OID (as applicable), their associated detailed reports, a fee statement (if applicable), and a reference sheet titled "1099 Reporting Information for 2023."

*Please view the "1099 REPORTING INFORMATION FOR 2023" insert included here, as well the "2023 Tax Information and Mailing Timeframes" insert, also included.*

## Reallocated Dividend Payments

If your clients hold a mutual fund, exchange-traded fund (ETF), or real estate investment trust (REIT) in their portfolio, there is a high probability a portion of the dividend payments made throughout the year will be reallocated for tax reporting purposes. As a result, tax forms may not match the account owner's fourth-quarter statement. Due to late reallocation notices, some account owners will receive amended tax forms.

***Axos Advisor Services strongly recommends that you notify your clients of this possibility so they can plan their tax preparation accordingly.***

- For mutual funds and ETFs, Axos Advisor Services will begin receiving reallocation information in early January. In most cases, the new information is processed in time for the original tax form mailing. *Note: If the information is received after the tax forms process begins, an amended tax form will be sent.*
- For REITs and mutual funds that hold REITs, the reallocation information is typically not received by Axos Advisor Services in time for the original tax form mailing due to the complex accounting necessary for REITs. Clients holding REITs should look for an amended tax form sometime in March.

As a reminder, due to Widely Held Fixed Investment Trust (WHFIT) regulations, Axos Advisor Services now provides Form 1099-MISC to report dividend payments that are reallocated to royalty, rent, or miscellaneous payments.

The 2023 Tax Filing Deadline is April 15, 2024

**Taxpayers have until April 15, 2024, to file their 2023 tax returns, pay any tax due, or to file a filing extension request.**

## Past Tax Forms

The past four years of tax forms are available on Liberty. If you need a tax form that is not available on the platform, please contact your Client Service Advocate.

If you have questions regarding any of the above, please contact your Client Service Advocate.

## Helping your clients sign up for the eDelivery program

In early 2024, we will be launching our new Axos Client Portal.

If your firm is already onboarded with the new Axos Client Portal, your clients are automatically enrolled into the eDelivery program when they register for the Portal, and no action is needed by you for them to receive their documents electronically. Your clients must register for the Portal to view and download their tax documents.

If your firm has not yet been onboarded to the new Axos Client Portal, your clients are able to do so via their Liberty login.

1. Clients will log in to their Liberty account at [axosadvisorservices.com/Liberty](https://axosadvisorservices.com/Liberty)
2. They'll then go to the "About your Account" tab
3. Then direct them to go to the "Document Delivery Settings" section
4. Clients will need to verify their email address
5. Finally, they'll check the boxes for their opt-in elections and
6. Click "Save"

The "About your Account" tab is where your clients can easily and securely access all their account documents.

If an account is part of a statement family, select the head of household account identified by the asterisk (\*).

1. From the main page in Liberty, select About your account tab:
2. Click Document Delivery Options, select Edit, and choose Email for the delivery method.
3. Verify the email address in the row titled Email.
4. Check the boxes for your opt-in elections
5. Click Save

*Note: The eDelivery setting for family head accounts is just for statements. Each underlying account would need to select eDelivery for the various document types.*

Please note that you are not able to opt-in your clients for the eDelivery program. Your clients need to opt in and verify their own email address.

If you have any questions, please contact your Client Service Advocate for more information.

### **Investment Products: Not FDIC Insured - No Bank Guarantee - May Lose Value.**

Axos Advisor Services is a trade name of Axos Clearing LLC. Axos Clearing LLC provides back-office services for registered investment advisers. Neither Axos Advisor Services nor Axos Clearing LLC provides investment advice or make investment recommendations in any capacity. Securities products are offered by Axos Clearing LLC, Member FINRA & SIPC. Axos Clearing, LLC does not provide legal, accounting, or tax advice. Always consult your own legal, accounting, and tax advisors.