

Business Forms

NELCO is the chosen provider of checks, tax and business forms for Shelby Systems. Nelco has been in the tax and business forms industry for over 50 years and works closely with the developers of Shelby software. This collaboration guarantees that Nelco's tax forms, checks and business forms will work seamlessly with your Shelby software. We are confident that Nelco's product offering will exceed your needs and expectations.

Products Include:

- **Checks:** Preprinted Laser and Inkjet Checks and Preprinted Continuous Checks are available in a variety of styles and colors. Most orders ship within 10 business days. Blank Laser Checks for use with ShelbyMICR Plus can ship within 48 hours. Custom checks are also available.
- **MICR Toner Cartridges:** For use with ShelbyMICR Plus and blank laser checks, MICR toner ensures your checks will be accepted and quickly processed by any bank. Financial institutions rely on Magnetic Ink Character Recognition (MICR) technology to read the code at the bottom of checks.
- **Tax Forms:** 1099s, W-2s, Nelco Universal forms. Simplify printing and distribution of W-2 and 1099 forms by using Nelco's Universal perforated paper.
- **Custom Statements:** Contribution statements, Invoicing for School or Day Care Tuition, Pledge summaries, etc.
- **Custom Forms:** Nelco can work with you to design virtually any form you need. (Ex. Visitation Forms, Volunteer Gift Surveys, Small Group interest cards, Pledge cards, etc.)
- **Promotional Presentation Materials and Other Paper Products:** You want your church's information to look it's best. Work with Nelco to produce letterhead, thank you cards, visitor welcome packs and a variety of other presentation materials.
- **Envelopes:** Nelco offers envelopes in a variety of sizes and styles to meet your specific needs. Customize standard envelopes to accompany your organization's letterhead or window envelopes to make mailing statements easier.
- **Special Services:** Statement Fulfillment Printing. You download your contribution statement data from Shelby and Nelco does the rest - printing, stuffing and mailing your contribution statements at reduced postal rates. We can also electronically file your W-2s and 1099s with the appropriate government agency, then print and mail recipient copies. We can save you time and money!



Call Nelco for pricing at 1-800-266-4669, ext. 4202
Ask for Nelco's Shelby Key Account Representative,
Ryan Martin, rmartin@nelcosolutions.com

www.nelcosolutions.com/Shelby



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Form

- | Form | Format |
|---------------------------------|---------------------------|
| 1096 | 1up |
| 1099 | 2up |
| 1099-INT | 3up |
| 1099-MISC | 4up Univ |
| 1099-R | 4up Ver 1 |
| W-2 | 4up Ver 2 |
| W-2 & 1099 | |
| W-2 & 1099R | |
| W-3 | |

Check Position

- | Check Position | Size |
|-------------------------------|------------------------------------|
| 3-up Business | #9 |
| Bottom | 3 15/16" x 9 3/16" |
| Middle | 3 7/8" x 8 1/4" |
| Top | 3 7/8" x 8" |
| | 5 3/4" x 8 3/4" |
| | 8 1/2" x 11" |

Form Construction

- | Form Construction | Sealing |
|----------------------------------|--------------------------|
| Laser Blank | Latex |
| Laser Preprinted | Moisture |

Envelope Flap Opening

- [Long](#)
- [Long Extended](#)



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