

THE 1099 TRAP

Text Message Evidence Organizer

A practical workbook for preserving screenshots, exporting threads, tagging message evidence, and building a clean timeline before speaking with a qualified professional.

- Text and screenshot log
- Context-before / context-after prompts
- Full thread export tracker
- File naming guide
- Professional summary page

Educational use only. Not legal advice.

Created for workers who need to organize facts, not guess at conclusions.

www.the1099trap.com

Important Disclaimer

Read this before using or selling this workbook.

Educational Use Only

This material is for educational and organizational purposes only. It is not legal, tax, financial, or employment advice. It does not create an attorney-client relationship and does not guarantee any outcome.

Worker classification, wage claims, tax treatment, retaliation claims, settlement terms, damages, and deadlines depend on specific facts and applicable law. Consult a qualified attorney, tax professional, or appropriate government agency for advice about your situation.

Recording Caution

Do not secretly record conversations unless you have confirmed the recording laws that apply to your situation.

Use this workbook to:

- Preserve full context around important messages.
- Track where screenshots and thread exports are saved.
- Tag messages by issue type such as control, pay, after-hours work, retaliation, or termination.
- Prepare a cleaner summary for a consultation.

Quick Start: Organize Before You Interpret

The goal is not to prove everything today. The goal is to preserve facts clearly.

1

Export full threads when possible

Full thread context is stronger than isolated screenshots.

2

Save key screenshots

Keep originals unchanged. Annotate only copies.

3

Rename files consistently

Use date + issue + platform so files sort chronologically.

4

Log every key message

Record date, time, sender, category, exact quote/summary, and file link.

5

Add context

Write what happened before and after the message.

6

Summarize for review

Create a one-page overview before speaking with a qualified professional.

Do not edit, delete, crop, or rewrite original evidence. Preserve originals and make separate working copies if needed.

What Counts as Text Evidence?

Use this page to spot the messages worth organizing first.

Control

Orders, instructions, required methods, required check-ins, approval demands.

Schedule

Specific hours, last-minute availability, time-off permission, weekend demands.

Pay

Rate discussions, unpaid time, commissions, reimbursement, tax-form confusion.

Retaliation

Negative reaction after asking about pay, classification, rights, or working conditions.

Termination

Messages leading to firing, threats, lockouts, removal from systems, final pay.

Restrictions

Non-compete threats, outside work limits, client restrictions, exclusivity pressure.

Priority Rule

Prioritize messages that show a repeated pattern, not just one bad day. A timeline is usually more useful than a pile of screenshots.

Screenshot Preservation Checklist

Use this before cropping, annotating, or sending images to anyone.

- | | |
|--|---|
| ☐ Date and time visible | ☐ Platform identifiable |
| ☐ Sender name or number visible | ☐ Original file saved unchanged |
| ☐ Your reply visible if relevant | ☐ Full thread export saved if possible |
| ☐ Message before and after included | ☐ Backed up to cloud storage |

Notes about this screenshot batch

Do not rely only on cropped screenshots.

A cropped image may be easier to read, but the full thread/export helps preserve context.

File Naming Guide

Consistent file names make your evidence easier to sort, search, and explain.

Rule	Example
Use date first	2026-06-10_after-hours-task_742pm.png
Use short issue tags	pay-issue, retaliation, schedule-control, termination
Name full exports clearly	2026-06-01_to_2026-06-10_full-thread-export.pdf
Keep originals unchanged	Save annotations as separate copies
Avoid vague names	Bad: screenshot123.png Good: 2026-06-10_Mark_task-order.png

Suggested Formula

YYYY-MM-DD_sender-or-thread_issue_platform_optional-time

Example: 2026-06-10_Mark_after-hours-task_text_742pm.png

Message Evidence Log

Print multiple copies of this page or use the Excel version for sortable tracking.

Date / Time	Sender	Category	Message quote or summary	File name / link	Status

Suggested categories: control, schedule, availability, after-hours, pay, retaliation, termination, restriction, supervision, other.

Context Before / Context After

A message is stronger when the surrounding facts are documented.

Message ID or file name

What happened before this message?

What happened immediately after?

Was there a witness or related document?

Why this message may matter

What proof still needs to be found?

Avoid filling gaps with assumptions. Mark unknown facts as unknown.

Evidence Category Tagger

Use one primary category per message when possible. Add notes for secondary issues.

Category	Look for messages showing...	Check
Direct order / assigned task	Specific instructions, required work, assigned duties	☐
Schedule control	Required hours, start/end times, availability demands	☐
After-hours work	Work requested before 10 AM, after 6 PM, nights, weekends	☐
Pay issue	Missing pay, commissions, reimbursements, tax forms, deductions	☐
Retaliation	Negative action after asking about pay, status, rights, or conditions	☐
Termination	Threats, firing, lockouts, removal from work systems	☐
Restriction	Non-compete, exclusivity, permission to work elsewhere	☐
Supervision / training	Instruction on how to do work, reviews, corrections	☐
Other	Anything relevant that does not fit cleanly	☐

Full Thread Export Log

Track full conversation exports separately from individual screenshots.

Thread / People	Platform	Date Range	Export Saved?	File name / link	Notes

Tip: export the full thread first, then screenshot the key messages. This preserves both context and readability.

Mini Timeline Builder

Use this to connect messages to events, pay issues, discipline, or termination.

Date	Message/Event	Category	Related file	Why it matters

A clean timeline is usually easier to understand than a folder of screenshots.

One-Page Professional Summary

Fill this out before speaking with an attorney, tax professional, or agency.

Your name

Company / person involved

Approximate work dates

How you were paid

Main issue in one sentence

Strongest text evidence

Questions to ask

Evidence Do / Do Not

Practical boundaries for preserving evidence cleanly.

DO

- Save originals unchanged.
- Export full threads.
- Back up screenshots.
- Log dates and times.
- Write context notes promptly.
- Keep categories consistent.
- Ask a qualified professional before taking legal/tax action.

DO NOT

- Delete messages.
- Alter timestamps or sender names.
- Crop away important context without saving original.
- Secretly record without checking the law.
- Threaten, harass, or impersonate anyone.
- Assume one screenshot proves everything.
- Treat this workbook as legal advice.

Notes

Use this page for reminders, missing documents, or consultation notes.