

# IMPORTANT TAX INFO



## Form 1095-C Available Upon Request

In accordance with Internal Revenue Service (IRS) requirements under the Affordable Care Act (ACA), Form 1095-C, Employer-Provided Health Insurance Offer and Coverage, is available to eligible individuals upon request.

## Who May Request Form 1095-C?

You may request a copy of Form 1095-C if you were a full-time employee (or otherwise eligible) during the applicable calendar year.

## How to Request Your Form

To request a copy of your Form 1095-C, please contact us using one of the methods below:

- **Email:** [HR@riverside.k12.az.us](mailto:HR@riverside.k12.az.us)
- **Phone:** (602)477-8900
- **Mail:** 1414 S. 51<sup>st</sup> Ave Phoenix, AZ 85043

Requests should include your full name, current mailing address, phone number, and the tax year requested.

## When You Will Receive Your Form

Upon request, Form 1095-C will be provided:

- **Electronically within 30 days**, or
- **By mail within 30 days** of receipt of your request

## Additional Information

Form 1095-C provides information about health coverage offered by your employer. While you may not need this form to file your federal income tax return, it should be retained with your tax records.

If you have questions regarding Form 1095-C, please contact us at the information listed above.