

## **TAX INFORMATION: IMPORTANT HEALTH COVERAGE TAX DOCUMENT (1095-C FORM)**

According to new Federal requirements, you may receive a copy of your Form 1095-C upon request. This means that your employer is no longer required to automatically furnish you a 1095-C.

If you live in California, New Jersey, Rhode Island, or Washington, DC, these same Federal requirements do not apply to you. Your employer will mail a paper form unless you have opted to receive your Form 1095-C electronically.

### *For Active Employees*

- If you are Actively Employed and you would like a copy of your Form 1095-C, you may access our external portal at [www.paperlessemployee.com/heritageenterprises](http://www.paperlessemployee.com/heritageenterprises) and download your Form 1095-C electronically.
- If you live in one of the above states and wish to receive your form electronically in the future, you may use the link above to change your preference.

### *For Former Employees/Retirees*

- If you are no longer employed by our company and you would like to request a copy of your Form 1095-C, you may access our external portal at [www.paperlessemployee.com/heritageenterprises](http://www.paperlessemployee.com/heritageenterprises).
- Upon accessing our external portal, please authenticate your identity by logging in with a username and password and download your Form 1095-C electronically.

### *Questions*

- If you have additional questions or need further assistance, please contact HR Systems Support at:
  - Email: [hrcsystems@heritageofcare.com](mailto:hrcsystems@heritageofcare.com)
  - Phone: 309.823.7403 option 2
  - Address: Heritage Operations Group, Attn: Human Resources, 115 W. Jefferson St., Ste 401, Bloomington, IL 61701