



## **IMPORTANT HEALTH COVERAGE TAX DOCUMENT**

Form 1095-C, titled Employer-Provided Health Insurance Offer and Coverage, is a statement of health coverage offered to eligible employees. These Forms have previously been automatically electronically distributed/mailed in prior years. According to the Internal Revenue Service (IRS), an individual does not need the information on Form 1095-C to file income taxes with the IRS. Therefore, the IRS is now allowing reporting entities to furnish 1095-C forms only upon request. Please see the instructions below on how to elect to receive the Form 1095-C.

### **Electing to Receive 1095-C Form Electronically**

Employees may consent to the electronic delivery of their 1095-C forms for the current tax year and thereafter:

1. [CLICK HERE](#) to log in to ADP.
2. From the home page, navigate to Myself > Pay > Pay & Tax Statements. Locate the Go Paperless tile and click 'Go Paperless' to update the consent for your health coverage statement.
3. Access your electronic 1095-C form from the ADP home page by navigating to Myself > Pay > Pay & Tax Statements.

### **Electing to Receive 1095-C Form by Mail**

If you would like to receive your Form 1095-C for the 2024 tax year by mail, please submit your request using one of the following options:

- Phone: (754) 946-4917
- Email request: [hrhelpdesk@advancedrecovery.com](mailto:hrhelpdesk@advancedrecovery.com)
- Request by mail: Advanced Recovery Systems, 2200 N Commerce Parkway, Suite 200, Weston, FL 33326  
*(Include your name, a phone number and email address where you can be reached, and confirm your mailing address to request your 1095-C.)*

To learn more about this Form 1095-C and other Affordable Care Act (ACA) requirements, please visit [IRS.gov/aca](https://www.irs.gov/aca) or call the IRS at (800) 829-1040.