

## **Form 1095-C Availability Notice**

The Township is no longer required to automatically mail Form 1095-C to employees. However, you may request a copy of your form at any time.

### **How to Request Your Form**

Employees, former employees, and retirees may request a copy by contacting:

**Alicia Hamann**

**ahamann@deerfieldtwp.com**

**513-701-6968**

Please include your name, current mailing address, and the tax year(s) requested.

### **How You Will Receive Your Form**

A copy of your Form 1095-C will be provided to you **within 30 days of your request** or no later than **January 31, 2026**, whichever is later.

Forms will be mailed unless you choose electronic delivery and provide consent to receive the form electronically.

### **Convenience Copies**

As a courtesy, employees may view an **unofficial, convenience copy** of Form 1095-C through the Township's payroll portal, Paychex Flex. Please note that portal copies **do not serve as the official furnished form** unless you specifically request electronic delivery and provide consent.