

Email Subject: IMPORTANT NOTICE: 1095-C tax form



Within the next few weeks, some employees will receive a tax form called the 1095-C that will contain important information about health care coverage in 2019. Employees who will receive the form include those who:

- Enrolled in healthcare coverage through Murray State at any point in 2019.
- Employees who worked an average of 30 or more hours per week or were considered a full-time employee in 2019.

The 1095-C is processed through [mytaxform.com](http://mytaxform.com). In 2019 you had an opportunity to sign-up to receive an electronic version. If you did so, you may receive an email from [mytaxform.com](http://mytaxform.com) to access your new form. The subject line of the email states "IMPORTANT TAX RETURN DOCUMENT AVAILABLE." The email contains instructions to access your form through the [mytaxform.com](http://mytaxform.com) website.

If you receive a 1095-C, keep it for your records. You may use information from your 1095- C to help complete your tax return. Information from the form may also be used to help determine your eligibility for a premium tax credit. The Murray State Human Resources website contains frequently asked questions and answers about the 1095- C to provide a better understanding of the form and what to do if/when you receive one. You can also view the blank form on the IRS website. If you believe you should get a 1095-C but do not receive one by March 1, 2020, please contact Human Resources at [\(270\) 809-2146](tel:2708092146).