



## MEMORANDUM

### TAX INFORMATION IMPORTANT HEALTH COVERAGE TAX DOCUMENTS

**To:** All Employees

**From:** Brook Weatherly

**Subject:** Important Health Coverage Tax Document Request

Dear Team,

Pursuant to the Paperwork Burden Reduction Act (H.R. 3797) enacted on December 23, 2024, your 1095 Form will no longer be automatically mailed or hand delivered to you. Instead, this Form will be available to Responsible Individuals through our HUB portal. Simply log in and go to your File Cabinet to download the 1095 Form.

If you are unable to download the Form, please reach out to request the Form. You have several options to request this Form.

**Via Portal:** <https://web.mybenefitshub.com/region17>

**Via Phone:** Call Region 17 Business Office 806-281-5837

**Via Email:** be sure to include the last four of your SSN and last name: [bweatherly@esc17.net](mailto:bweatherly@esc17.net)

**Via Regular Mail:** Region 17 ESC, Attn: Brook Weatherly, 1111 West Loop 289, Lubbock, TX 79416

If you choose to contact us directly, you will receive your 1095 Form within 30 days of the request assuming the Forms have been prepared (in accordance with ACA Deadlines).

This form indicates whether the plan offered to you and your dependents met the IRS "Minimum Value" standard and if the employee-only coverage was considered "Affordable" under IRS guidelines. The IRS continues to use this information to determine household eligibility for premium assistance in the marketplace. This form is **not** required to file your taxes.